

BYLAWS
OF
POPE TOUCHDOWN CLUB

ARTICLE I

NAME

The name of the Corporation shall be:

POPE TOUCHDOWN CLUB, INC.

and it is sometimes referred to in these Bylaws as the Corporation or the Club.

ARTICLE II

PURPOSES

1. The purposes for which the Corporation is formed are those set forth in its Certificate of Incorporation as from time to time amended. Namely, to promote interest in the football programs at Pope High School; to raise funds for the football programs for all eligible students at Pope High School and other activities approved by the BOARD OF DIRECTORS; to lend moral and financial support to all phases of the football program at Pope High School, to cooperate and work in all possible ways with the coaches and staff; to promote excellence in all athletic and scholastic endeavors at Pope High School; and to engage in any other lawful activity for which nonprofit corporations may be organized under the Georgia Nonprofit Corporation Code. The Corporation is not formed for the pecuniary or financial gain, and no part of the assets, income, or profit of the Corporation is distributable to, or inures to the benefit of its directors, officers or member, except to the extent permitted under the Georgia Nonprofit Corporation Code. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

2. The Corporation shall have no authority to dictate or interfere in any way with the Athletic Staff., its policies or those of the School Administration.

3. In the event of the dissolution of this organization, any funds remaining in the treasury shall be donated to a nonprofit organization to be determined by the Board of Directors.

ARTICLE III MEMBERSHIP

1. Any person who subscribes to the purposes and basic policies of the Corporation may become a member in good standing of the Corporation, subject to compliance with the provisions of the Bylaws and to the payment of the annual dues.
2. Membership status will be established on an annual basis by each BOARD OF DIRECTORS. Membership may be extended to any individual or family who supports the purposes of the Pope Touchdown Club.
3. Only members of the Corporation in good standing shall be eligible to participate in its business meetings and to serve in any of its elective or appointive positions. "Good standing" will be established by timely payment of membership dues for the current year, as established by the BOARD OF DIRECTORS.
4. Each member of the Corporation shall pay annual dues in the amount and as prescribed by the BOARD OF DIRECTORS. The VP-Membership and Head Coach together may reduce or waive dues for a member on a case-by-case basis and based on the Member's financial situation.
5. The fiscal year of the Corporation shall be from January 1 to December 31.
6. It shall be the duty of each Club member to abide by and to support the Club's purposes and objectives as set forth in these Bylaws and to provide reasonable support of the Club's activities as requested by the Club officers and committees.

ARTICLE IV

BOARD OF DIRECTORS

1. The BOARD OF DIRECTORS shall consist of the following members:
 - (a) The Officers of the Club;
 - (b) The Head Football Coach;
 - (c) The representative of the parents of the 12th grade players;
 - (d) The representative of the parents of the 11th grade players;
 - (e) The representative of the parents of the 10th grade players;
 - (f) The representative of the parents of the 9th grade players;
 - (g) The President of the Junior Touchdown Club Board of Directors; and,
 - (h) The immediate past President of the Pope Touchdown Club

2. The representative of each of the above mentioned groups who are members of the BOARD OF DIRECTORS shall be nominated by the Club officer nominating committee and shall be elected in the same manner at the same time as prescribed for Club officers.
3. The members of the BOARD OF DIRECTORS shall serve until the election and qualification of their successors.
4. The duties of the BOARD OF DIRECTORS shall be (a) to transact necessary business of the Corporation in the intervals between meetings of the Corporation; (b) to consider all questions of policy; (c) to present recommendations to the Corporation for action, (d) to present a report at the regular meeting of the Corporation, (e) to approve a budget for the fiscal year; (f) to approve or reject all unbudgeted expenditures in excess of \$200.00 in any instance or cumulative for the fiscal year, (g) to outline a general program for the next year, and (h) in cooperation with the Club President to appoint five (5) members of the nominating committee for the new officers. The general program shall be presented to the membership at the annual February meeting.
5. Fifty percent (50%) of the BOARD OF DIRECTORS shall constitute a quorum.
6. Each member of the BOARD OF DIRECTORS shall have one (1) vote.
7. The responsibilities of the representative of the parents of the various grade players shall be to serve as communicator and liaison between the BOARD OF DIRECTORS and their constituency and to perform other duties as requested by the BOARD OF DIRECTORS.

ARTICLE V

CLUB OFFICERS

1. Officers. The officers of the Corporation shall consist of the PRESIDENT, EXECUTIVE VICE PRESIDENT, SECRETARY, TREASURER, VICE PRESIDENT for CONCESSIONS, VICE PRESIDENT for GROUNDS, VICE PRESIDENT for MEMBERSHIP, VICE PRESIDENT for PROGRAMS, VICE PRESIDENT for FUND RAISING, VICE PRESIDENT FOR SPECIAL EVENTS, VICE PRESIDENT FOR PUBLICITY, VICE PRESIDENT FOR APPAREL, and PRESIDENT of the MOTHER'S CLUB. Although Board Members may have an assistant, these assistants are not considered Board Members, shall not attend Board meetings (except as approved in advance by the President), and shall not vote on any Board related business.
2. Election.
 - (a) The nominating Committee shall be appointed by the PRESIDENT and the BOARD OF DIRECTORS. A list of the proposed members shall be presented by the PRESIDENT to the BOARD OF DIRECTORS at the November meeting of the BOARD

(b) The nominating Committee shall consist of at least five (5) members of the Club and the Head Football Coach.

(c) The nominating Committee shall present a proposed slate of officers to the general membership not later than ten (10) days prior to the December annual meeting. Other nominations may be made at the time of this meeting by the general membership. No nomination may be presented without the prior consent of the nominee.

(d) The election of officers from the slate of nominations shall be held at the December meeting. The members of the Club present at this meeting shall constitute a quorum and the officers shall be elected by a majority vote in a manner prescribed by the PRESIDENT. In the event of a tie, the elected officer shall be decided by the flip of a coin. Only members in good standing and present at the December annual meeting may vote.

(e) The term of office shall be for one (1) year beginning immediately after the election.

3. Vacancy. If a vacancy occurs in the BOARD OF DIRECTORS, the PRESIDENT shall have the power to fill the vacated position for the unexpired term, with the consent and approval of the BOARD. In case a vacancy occurs in the office of the PRESIDENT, the EXECUTIVE VICE PRESIDENT shall serve the unexpired term. In the event that vacancies in both the offices of PRESIDENT and EXECUTIVE VICE PRESIDENT shall occur simultaneously, the BOARD OF DIRECTORS shall decide among its members a successor to the office of PRESIDENT who then shall nominate a successor to the vacated position of the EXECUTIVE VICE PRESIDENT and the nominee must be approved by a majority vote of the BOARD OF DIRECTORS.

4. Officers - Qualifications and Duties. All officers shall be members in good standing of the Club as a requirement to take and hold office. The expulsion of any officer from his office shall follow the same procedure as set forth in the Bylaws for the expulsion of a member from the membership in the Club, except that the expulsion of an officer from his office does not constitute his expulsion from general membership of the Club.

(a) PRESIDENT. The PRESIDENT shall be the chief officer of the Corporation, shall preside at all meetings and shall have general supervision over the affairs of the Corporation. He shall present to the membership an annual report on the affairs of the Club. This report shall be given at the February meeting when the new officers are elected. The PRESIDENT shall act as the chairman of the nominating Committee. The PRESIDENT shall appoint at least five (5) Club members to serve on the new officer nominating Committee. The PRESIDENT will co-sign checks over \$200.00 and may direct the EXECUTIVE VICE PRESIDENT to co-sign all other checks.

(b) EXECUTIVE VICE PRESIDENT. In the absence of the

PRESIDENT, the EXECUTIVE VICE PRESIDENT shall have all the rights, privileges, and duties of the PRESIDENT as set out in the Bylaws. The EXECUTIVE VICE PRESIDENT shall serve as an active assistant to the PRESIDENT and perform such duties as requested by the PRESIDENT. The EXECUTIVE VICE PRESIDENT may co-sign checks under \$200.00 when directed by the PRESIDENT.

(c) SECRETARY. The SECRETARY shall keep a written record of all general and BOARD meetings, be responsible for all Club correspondence and serve as Parliamentarian for the meetings. The minutes of the meetings shall be kept in a legible and orderly manner in a bound ledger book. Any page not used in this book shall be voided but not removed from the book. All minutes from the previous meeting shall be read at the subsequent meeting for approval and shall be signed by the meeting chairperson. In lieu of a reading of the minutes, the SECRETARY may distribute copies of the proposed minutes to the BOARD OF DIRECTORS prior to a BOARD meeting and shall incorporate changes and corrections submitted by a BOARD member following their review.

(d) TREASURER. The TREASURER shall prepare, present, and obtain Board approval of an annual financial budget. The TREASURER shall keep a record of all monies and other valuables acquired or disbursed by the Club. The TREASURER shall pay all Club debts authorized by the Club and maintain a file of all receipts and invoices for debts paid. The TREASURER shall oversee and maintain a checking account for the Club's funds. Any interest earned on unused Club funds shall be added to the Club's funds. At each meeting, the TREASURER shall give a written report of all disbursements and collections of monies compared to the approved budget since the preceding meeting and shall give an oral report of the status of the Club finances at each general meeting. A written report summarizing the Club finances for the year in which the TREASURER has held office shall be provided for the general membership at the February meeting when the TREASURER'S term expires. The TREASURER is required to co-sign all Club checks over \$200.00 with the PRESIDENT. All checks under \$200.00 will be co-signed by the TREASURER and the PRESIDENT or EXECUTIVE VICE PRESIDENT at the direction of the PRESIDENT.

(e) VICE PRESIDENT for CONCESSIONS. The VICE PRESIDENT for CONCESSIONS shall be responsible for coordinating all Club activities concerning the sale of concessions at the ball games and other activities involving the football team or the Club. An accounting in writing of all expenses shall be provided to the TREASURER after each activity in which concessions are sold.

(f) VICE PRESIDENT for GROUNDS. The VICE PRESIDENT for GROUNDS shall be responsible for coordinating all Club activities concerning support from the Club in maintaining the football fields and surrounding grounds and facilities. These activities shall be coordinated with and approved by the Cobb County School Board and their designated representatives.

(g) VICE PRESIDENT for MEMBERSHIP. The VICE PRESIDENT for MEMBERSHIP shall be responsible for coordinating all Club activities concerning the acquiring of new members for the Club and responding to the needs of and requests from current Club members concerning Club matters.

