

BYLAWS  
OF  
LASSITER TOUCHDOWN CLUB, INC

**ARTICLE I. NAME**

The name of this organization shall be Lassiter Touchdown Club, Inc., hereinafter referred to as the "Club". The Club is incorporated under and shall abide by the Georgia Nonprofit Corporation Code.

**ARTICLE II. PURPOSE**

The purpose of the Club is to support, encourage and advance the football program at Lassiter High School ("LHS"). The main objective of the Club is to raise the funds necessary to support the needs of the LHS football program and related student athlete programs that are not otherwise met by LHS and Cobb County. All fund raising activities of the Club will be conducted in accordance with Cobb County School District guidelines.

**ARTICLE III. MEMBERSHIP**

**Section 3.01 Qualifications.** Membership in the Club shall be open to all Active Members, Alumni Members and Patrons who support, encourage and advance the football program at LHS.

**Section 3.02 Active Members.** An Active Member shall be the parent or guardian of any varsity, junior varsity or freshman football player or student manager and/or trainer.

**Section 3.03 Alumni Members.** An Alumni Member shall be a LHS graduate or parent or legal guardian of a LHS graduate.

**Section 3.04 Patrons.** A Patron shall be any individual or business that is not an Active or Alumni member that through its sponsorship and support of the Club is deemed by the Executive Board to be a Patron.

**Section 3.05 Right to Hold Office and Vote.** Active and Alumni Members are eligible to hold office if they are in good standing. Active members will be considered in good standing if they have paid any applicable annual dues designated by the Executive Board and abide by the Bylaws of the Club at all times, including its Charter. Alumni Members will be deemed in good standing if so designated by the Executive Board. Active and Alumni Members in good standing who have not been elected to office may vote in the Annual Meeting but not in the General Board meetings of the Club. Patron members cannot hold office or vote in any meeting of the Club.

**Section 3.06 Dues.** Dues will be collected on an annual basis in a manner prescribed by the Executive Board.

**ARTICLE IV GENERAL BOARD.**

**Section 4.01 Composition-**

- a. **Members.** The Club shall have a General Board made up of members of the Executive Board, Ex-Officio Members (as defined in Article IV Section 4.01c) and Active and/Alumni Members who have volunteered to serve in this capacity and have been duly elected as set forth in Section 4.02 below.

**b. Executive Board.** The Executive Board shall be comprised of the following:

President  
Vice President for Game Day Operations  
Vice President for Concessions  
Secretary & Vice-President for Communications  
Chief Financial Officer & Treasurer  
Chief Information Officer and Vice President for Marketing Events  
Vice President Sponsors & Fundraising

- b. Ex-Officio Members.** The Executive Board may elect or appoint any number of members to serve in an ex-officio advisory capacity to the Executive Board. Ex-Officio Members shall have no voting rights. The Head Football Coach will serve in this capacity.
- c. General Board Members.** Active and/Alumni Members in good standing who have volunteered to serve in this capacity and have been duly elected.

#### **Section 4.02 Election/Terms.**

- a.** Members of the Executive Board shall be appointed by the Executive Board and then elected by a majority vote of the Members present in person or by proxy at the Annual meeting. Officers of the Executive Board shall serve for a term of one year and may be appointed and elected for successive years.
- b.** Members of the General Board Board shall be elected by a majority vote of the Members present in person or by proxy at the Annual Meeting or by members of the General Board if it becomes necessary to fill a position due to resignation, removal or other reason. With the exception of those serving out the remainder of unexpired terms, members shall serve for a term of one year and may be appointed and elected for successive years.
- c.** Ex-Officio Members are appointed by the Executive Board and do not require election or confirmation by members. They serve terms(s) at the discretion of the Executive Board.

#### **Section 4.03 Policies for Attendance/ Resignation/Removal/ Vacancies**

- a. Attendance.** General and Executive Board members are expected to attend a majority of all Board and Club meetings.
- b. Resignation.** General and Executive Board members may resign at any time by giving written notice to the President or the Secretary of the Club. Resignation shall take effect upon receipt of the written notice and does not require acceptance or confirmation. The resulting vacancy shall be filled as set forth in Section 4.03 (d).
- c. Removal.** Members may be removed for or without cause. Requests for removal must be presented in writing to the President or if the request comes from the President or concerns the President, to the Secretary. Upon receipt, a copy thereof will be forwarded to the Athletic Director of LHS. The Executive Board shall then schedule a special meeting of the General Board to allow discussion and rebuttal regarding the request for removal. Notice of this meeting will be posted on the Club's web site. Members may be removed by a 2/3<sup>rd</sup> majority vote of the General Board present at the special meeting either in person or by proxy. The resulting vacancy shall be filled as set forth below.
- d. Vacancies.** If a member of the Executive or General Board resigns, is removed or otherwise cannot complete his/her term, a successor shall be appointed by the Executive Board and confirmed by a majority vote of General Board members present in person or by proxy at the next General Board meeting. He /she shall hold office for the remainder of the unexpired term.

## ARTICLE V MEETINGS

**Section 5.01 General Meetings.** The General Board shall conduct meetings at such time and places as determined by the Executive Board. Notice of the meetings shall be made to members of the General Board by e-mail and also posted on the Club's web site.

**Section 5.02 Executive Board Meetings.** The Executive Board shall have meetings at such time and places as it deems necessary with notice to members of the Executive Board by e-mail.

**Section 5.03 Annual Meeting.** An Annual Meeting of all the Members shall be held each year with such time and place determined by the Board of Directors. Notice of the meeting will be made by posting the date and time on the web site.

**Section 5.04 Quorum.** A simple majority of members present will constitute a quorum for any meeting of the General, Executive Board and/or the Annual Meeting.

**Section 4.05 Voting at Meetings.** All matters voted on at a member meeting shall be decided by a majority of votes cast.

## ARTICLE VI OFFICERS RESPONSIBILITIES, COMMITTEES AND LIASONS

### Section 6.01 Officers

- a. **President-** The President of the Club shall preside at all meetings of the members and serve in an ex-officio capacity as a member of all committees of the Club.
- b. **Vice President for Game Day Operations-** ("V.P. Game for Day") The V.P. for Game Day shall manage the game day committees of the Club, assume the duties of President as needed at the discretion shall of the President, and any and all other duties agreed to by the Executive Board.
- c. **Vice President for Concessions-** ("V.P. for Concessions") The V.P. for Concessions shall manage all committees dealing with concessions, assume the duties of President as needed, and assume any and all other duties agreed to by the Executive Board.
- d. **Secretary & Vice-President for Communications-** ("Secretary")- The Secretary shall keep a record of all the meetings of the Club and shall assume any other duties agreed upon by the Executive Board.
- e. **Chief Financial Officer & Treasurer-** ("Treasurer"). The Treasurer shall keep the financial records of the Club, paying all bills, collecting all monies due to the Club and the making all necessary filings. He/she shall provide the LHS Athletic Director copies of a comprehensive financial statements showing all monies collected and expenses paid on a quarterly basis. He/she shall also submit to the LHS Athletic Director the Club's banks statement on a monthly basis on or around the 15<sup>th</sup> of each month to coincide with the receipt of such statement from the Club's banking institution. He/she may also assume any and other duties agreed upon by the Executive Board.
- f. **Chief Information Officer and Vice President for Marketing Events-** ("CIO"). The CIO shall manage the Club's web site and shall assume any and other duties agreed upon by the Executive Board.
- g. **Vice President Sponsors & Fundraising-** ("V.P. for Sponsors"). The V.P. for Sponsors shall manage all committees of the Club relating to fundraising, assume the duties of President as needed, and any and all other duties agreed to by the Executive Board.

The positions comprising the Executive Board shall be determined on an annual basis by the Board of Directors. An Executive Board position may be shared by more than one member, but such members will only be entitled to one collective vote per position on all matters voted on by the Executive Board.

**Section 6.02 Committees.** The Club shall have the following committees, each of which is to be chaired by an Active member of the Club unless otherwise approved by the Executive Board.

Grounds/Game Day  
 Golf Tournament  
 Dad's Club  
 Mom's Club  
 Parking  
 Volunteers  
 Game Day Programs  
 Friday Night Concessions  
 Thursday Night Concessions  
 Trojan House  
 Varsity Meals  
 JV/Frosh Meals  
 Reserved Seating  
 Spirit Wear  
 Kickoff Banquet  
 7 on 7  
 QBR Camp  
 Golf Tournament  
 Banquet  
 Corporate Sponsors  
 Food Sponsors  
 Program/Year Book  
 Our Fund  
 Coupon Book

The number and type of committees shall be determined on an annual basis by the Executive Board. A Committee Chair may be shared by more than one member, but such members will only be entitled to one collective vote per committee on all matters to be voted on by the General Board.

**Section 6.03 Liaisons.** The General Board shall have the following liaison positions, each of which is to be chaired by an Active Member of the Club unless otherwise approved by the Executive Board.

Cheerleaders  
 Freshman Class Moms  
 Sophomore Class Moms  
 Junior Class Moms  
 Senior Class Moms  
 Junior Trojans

The number and type of liaison positions shall be determined on an annual basis by the Executive Board. Liaison positions are not eligible to vote as members of the General Board unless approved by the Executive Board.

## **ARTICLE VII DISSOLUTION AND DECISION TO DISBANDMENT**

**Section 7.01 Dissolution-** Dissolution of the Club will occur in the event Cobb County or LHS disassociates with the Club.

**Section 7.02 Disbandment-** Disbandment will occur in the event the Club gives written notice to Cobb County/LHS that it no longer will continue to exist as a legal entity as set forth in these By-Laws.

**Section 7.03 Notice to members upon Dissolution or Disbandment-** The Club will give written notice to members of any notice received by Cobb County/LHS directing the Club to dissolve or any decision made by the Club to disband. Notice is to be made to members by posting on the Club's web site.

Any notice of direction for dissolution or decision to disband posted on the web site shall include the statement that the Club has made a full accounting of all funds in its possession and has or will transfer all such funds to Cobb County/LHS as directed.

**Section 7.04. Disbursement of Funds on Dissolution or Disbandment-** Upon notice of Dissolution or Disbandment, the Club shall make all of its financial records immediately available for review to Cobb County/LHS including but not limited to the latest bank statement and a complete accounting of all outstanding debts and monies due to the Club. Cobb County/LHS shall determine the manner of distribution and usage of treasury monies and other assets that were maintained and controlled by the Club and shall ensure that excess funds are distributed within the framework of the Club's original purpose.

**Section 7.02 Use of name and facilities after dissolution-** In the event Cobb County Board/LHS disassociates with the Club, the Club agrees to not use Cobb County's or LHS's name for its activities, conduct any fundraising in the name of Cobb County/LHS and shall not use Cobb County or LHS facilities to conduct its activities.

#### **ARTICLE VIII RESOLUTION OF DISPUTES**

Any claim or dispute relating to the Articles of Incorporation or the By-Laws shall be settled by mediation and if that is unsuccessful by arbitration. The methods described herein are the sole remedy for any dispute arising hereunder.

#### **ARTICLE VII. AMENDMENTS**

These By Laws may be amended with the approval of the Executive Board and by vote of the General Board at a General Meeting or at a meeting called specifically for the purpose of amending the Bylaws. Prior notice of any meeting that an amendment to the By-Laws will be considered will be posted on the Club's web site.

These By Laws were ratified on the \_\_\_\_\_ day of \_\_\_\_\_ by the General Board of the Club.

\_\_\_\_\_  
Tom Gildea, President

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L. S. Bridgers, Secretary

SEAL