



NORTH COBB DIAMOND CLUB

CONSTITUTION AND BY-LAWS

(Amended: 10/21/2021)

ARTICLE I - TITLE

This organization shall be known as the North Cobb Diamond Club.

ARTICLE II - OBJECTIVES

SECTION 1.

The object of the organization is to provide incremental funds for the baseball program at North Cobb High School, while promoting and supporting the baseball program, cultivate school spirit, sportsmanship and character.

SECTION 2.

The Diamond Club shall operate in full support of the school principal, athletic director and head baseball coach at North Cobb High School. It will be the organization's purpose to follow the policies, methods, eligibility requirements, or other practices of the North Cobb High School athletic department or administration.

ARTICLE III - MEMBERSHIP

SECTION 1.

Membership in the Diamond Club will be made up by three levels of membership. Membership is open to all willing to assist in achieving the objectives of the Diamond Club.

A. Regular

A regular member is each parent and/or legal guardian of a student currently enrolled in the school and is in good standing and is a participant in the baseball program. Regular members shall pay dues, have the right to vote, and have the right to hold office.

B. Premier Diamond

A Premier Diamond member are the parents and/or legal guardians of a student currently enrolled in the school and is in good standing and is a participant in the baseball program. Premier Diamond members shall pay dues and shall have the same rights as regular members and other privileges as defined by the membership application.

C. Honorary

Honorary membership is bestowed by the Diamond Club upon an individual who has rendered service for or to the club. He/she shall enjoy the same privileges of the regular members; except they shall not pay dues, vote or hold office.

SECTION 2.

Annual membership shall run from September 1 to August 31. Annual membership dues will be established by the Board of Directors each year. Dues are payable at time of application to the Diamond Club.

ARTICLE IV - MEETINGS

SECTION 1.

Regular business meetings will be held monthly during the months of January through May and quarterly during the remainder of the year. These meetings shall be held at North Cobb High

School unless another location is designated by the Executive Committee. Members shall be notified in advance of a location change.

SECTION 2.

Regular business meetings shall begin promptly at 7:00 PM. Board meetings may be called at any time by the President. Members shall be notified by phone and/or posting to website prior to the special meeting. The Board will meet before club meetings to establish the agenda. 50% of the Board of Directors must be present at a club meeting.

SECTION 3.

“Roberts” Rules of Order shall generally apply to all meetings, in all cases in which they are applicable and not inconsistent with these bylaws.

ARTICLE V – OFFICERS AND BOARD

SECTION 1.

The officers shall be a President, a Vice President of Operations, a Vice President of Facilities, a Secretary, and a Treasurer. These elected officers shall constitute the Executive Committee. The executive board shall be governed by majority rule. (Dispute Resolution) In the event of a tie vote, the Concession Coordinator will be allowed to vote. The officers will be elected from the active membership. Officers serve on a volunteer basis and shall not receive any compensation for services.

A. President shall perform but not limited to the duties below:

1. Will preside at all meetings and carry out the duties generally ascribed to this office; preserve order and regulate discussions.
2. Will be the official liaison between the Diamond Club and North Cobb High School.
3. Will appoint committee chairs.

B. Vice President of Operations shall perform but not limited to the duties below:

1. Will assist the President in his/her duties and preside at meetings in the absence of the president.

2. Will succeed the President in the case of a vacancy in the office until the next regularly scheduled election.
3. Will coordinate, identify and cultivate projects to raise funds for the Club.
4. Oversee membership and concessions.
5. Oversee maintenance and updates of communications through social media to include: email, website, Facebook, etc.

C. **Vice President of Facilities** shall perform but not limited to the duties below:

1. Oversee/coordinate the repair, maintenance and general upkeep of the baseball facilities.
2. Provide the President and Head Coach with proposals for facility maintenance and improvements projects.
3. Schedule the work days for players and parents to work on the facilities.

D. **Secretary** shall perform but not limited to the duties below:

1. Will issue timely distribution of the minutes to the membership and administration.
2. Will maintain permanent records of the Club.
3. Assist in maintaining the membership rolls.

E. **Treasurer** shall perform but not limited to the duties below:

1. Will present a budget for the fiscal year at the January meeting.
2. Prepare a monthly financial report for the High School principal and membership.
3. Prepare an annual budget in August of each year with input from the coach and the school's administration.
4. Will be responsible for the timely payment of bills.

F. The Board of Directors shall manage the affairs of the NCDC. The Board of Directors shall be comprised of the Officers listed in Article V, A-E above, the Head Baseball Coach of North Cobb High School, the Athletic Director of North Cobb High School and the Principal's designee. The Head Baseball Coach, the Athletic Director and Principal

of North Cobb High School are considered to be ex-officio, non-voting members of the Board of Directors.

SECTION 2.

Qualifications. A candidate for office shall have been a member for at least one regular spring season prior to the time of nomination. No member shall hold more than one office at a time. A candidate for president and/or vice president should be the parent/legal guardian of a sophomore, junior or senior player.

SECTION 3.

Nominations/Elections and Removals. Officers shall be elected by written ballot at the May meeting. Each member shall receive a written or e-notice ballot prior to the election. The term of office will be for 1 year, effective June 1, and for no more than 3 consecutive terms in the same office.

A. Nominations

1. A Nominating Committee will present a list of qualified candidates for office to the Executive Committee and the school's administration. All nominees must meet administration approval.
2. An approved slate of candidates will be presented to the membership for election.
3. All nominees must have a child in the program.

B. Vacancies

1. A vacancy in the office of president shall be filled by the vice-president of operations.
2. Vacancies in other offices shall be filled by appointments by the executive committee.

C. Elections

1. Each member shall be allowed to cast one vote per position.

D. Removal of officers

1. An officer may be removed from the office by majority vote of the Executive Committee upon being served written notice of action.
2. Any elected officer so removed may, by submitting a written request to the Executive Committee within two (2) weeks after being served notice, appeal the decision of the executive decision of the Executive Committee in a hearing before the general membership.
3. The Executive Committee shall hold an appeal before the general membership at a meeting within two (2) weeks after being served the request for an appeal.
4. A simple majority of the general membership shall confirm the action of the Executive Committee.

ARTICLE VI - FINANCES

SECTION 1.

Income shall primarily be derived from membership dues, donations and fundraising projects.

SECTION 2.

The Treasurer shall prepare, with input from the coach and high school principal, an annual budget. The budget will be presented to the general membership and voted on at the August meeting. The budget must be approved by the principal prior to its presentation to membership.

- A. After approval of the budget, if any item exceeds the budgeted amount in excess of \$2000 then that item must be presented to the membership again for approval.

SECTION 3.

The Treasurer shall provide a monthly financial report to the principal and to the membership.

SECTION 4.

The High School Principal and/or the Athletic Director shall reserve the right to conduct an independent audit of the financial records of the Diamond Club.

ARTICLE VII - AMENDMENTS

SECTION 1.

Amendments to the By-Laws shall be by two-thirds (2/3) majority of the members with the approval of the Coach and the Athletic Director.

SECTION 2.

Members shall receive written notification concerning proposed changes, additions, deletions to these By-Laws prior to the meeting during which such action is to be taken.

ARTICLE VIII - OWNERSHIP

SECTION 1.

Tax ID and Claims. The Tax ID Number for the North Cobb Diamond Club is 58-2363276, created solely for the objectives stated above. No officer or member, (past or present), shall, (at any time), have any claim against the club nor interest in any funds, equipment, or property that has been or may be acquired by the club.

SECTION 2.

Distribution of Property upon Dissolution. Upon dissolution of the North Cobb Diamond club, any equipment or property acquired by this organization for the baseball program shall become the property of North Cobb High School. The gift or donation will be accepted by the principal with a signed statement indicating that they are to become the property of the school. In the event that the club should be dissolved or cease to function at any time, all accumulated funds, equipment, and property shall be turned over to North Cobb High School subject to the express condition that they be used for the purpose for which they were acquired.