

BY-LAWS OF
HARRISON HIGH SCHOOL MEGAPHONE CLUB, LTD.
A GEORGIA NON-PROFIT CORPORATION

Adopted as of January 1, 2025

ARTICLE I

NAME

The name of the Corporation shall be:

HARRISON HIGH SCHOOL MEGAPHONE CLUB LTD.

Hereinafter referred to in these Bylaws as ‘the Corporation or the Club’.

ARTICLE II

PURPOSES

1. The purposes for which the Club is formed is to promote the advancement of the Harrison Cheerleading program by providing support to the Principal, Athletic Director and team coaches in the following manner:
 - a. Promote parent and student involvement
 - b. Encourage attendance at cheer related functions
 - c. Coordinate all supporting activities. The Corporation will 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 of 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 members, 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.
 - d. Raise funds for the cheer programs for all eligible students at Harrison High School, while providing financial support for those services, facilities and equipment not provided by the school.

- e. Ensure recognition for the program and its cheerleaders.
2. The Club 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 this organization's dissolution, any funds remaining in the treasury shall be deposited back into the school-based cheer account.

ARTICLE III

MEMBERSHIP

1. To be eligible for membership in the Booster Club, a parent must have a child who is a current student at Harrison High School participating in the Cheerleading program.
2. Only members of the Club 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 Executive Board of Directors.
3. Any person who subscribes to the purposes and basic policies of the Club may become a member in good standing, subject to compliance with the provisions of the Bylaws and payment of the annual dues.
4. Each member of the Club shall pay annual dues in the amount and as prescribed by the Executive Board of Directors.
5. The fiscal year of the Club shall be from January 1 to December 31. The budget for the cheer season runs from April 1 to March 31.
6. It shall be the duty of each club member to abide by and support the club's purposes and objectives as set forth in these Bylaws and to provide reasonable support for the club's activities as requested by the club officers and committees.

ARTICLE IV

EXECUTIVE BOARD OF DIRECTORS

1. The Executive Board of Directors shall consist of the following members:
 - a. The Officers of the Club
 - b. The Program Head Cheerleading Coach (Non-Voting)
 - c. The Varsity Competition Cheerleading Coach, if different from the Program Head Cheerleading Coach (Non-Voting)
 - d. The School Principal (Non-Voting)
 - e. The Athletic Director (Non-Voting)
 - f. The Immediate Past President of the Club (Non-Voting)
2. The members of the Executive Board of Directors shall serve until their successors are selected.
3. Additional offices may be created as the Program Head Cheerleading Coach in conjunction with the Executive Board of Directors deems advisable and necessary.
4. The duties of the Executive Board of Directors shall (a) transact necessary business of the Club in the intervals between meetings of the Club; (b) to consider all questions as pertains to board business; (c) to present recommendations to the Club for action; (d) to present a report at the regular meeting of the Club; (e) to approve a budget for the cheer year; (f) to approve or reject all expenditures in excess of the approved departmental budget - any one instance or cumulative for the cheer year. The annual budget shall be presented to the membership at the Spring General Meeting.
5. Three Executive Board of Directors shall constitute a quorum. The absence of quorum shall not prevent the conduct of the business of the Club and the provision is hereby made for the ratification of any action taken at the next regular meeting when a quorum is present.
6. Each member of the Executive Board of Directors shall have one (1) vote.

7. The Program Head Cheerleading Coach, The School Principal and The Athletic Director must approve all prospective members of the Executive Board of Directors before that prospective member is installed into position.
8. The Immediate Past President of the Club will serve one (1) year after their term in a non-voting position as an advisor to the Board. If at any time the Past President received a vote of “No Confidence” from the Board or has been removed from the Board or was under consideration to be removed from the Board in the previous years, the Past President is not eligible to sit on the Board.
9. All Board Members and Committee members will read and agree in writing to the Clubs “Conflict of Interest” and “Confidentiality” policies.
10. No two or more persons may simultaneously serve as voting members of the Board if they are related either by birth or through marriage.
11. All Board Members must be of sound character and not be previously disqualified from service.

ARTICLE V

CLUB OFFICERS

1. Officers. The officers of the Club shall consist of the President, two (2) Vice Presidents, Secretary and Treasurer.
2. Election.
 - a. Every January, the current Program Head Cheerleading Coach will notify membership to express interest in serving open positions on the board.
 - b. The current Program Head Cheerleading Coach will have the discretion to contact eligible Booster Club members that they feel are best able and suited to carry out the duties of open Executive Board offices. The Program Head Cheerleading Coach will then publish the names of these individuals to the Booster Club members, no later than the third week in January. Anyone not so contacted by Program Head Cheerleading Coach who wishes to hold one of the Executive Board offices shall have five calendar (5) days after the date of publication referenced above to advise

the Program Head Cheerleading Coach of their interest in an officer position.

- c. To constitute a valid five calendar (5) date notification described above, the member must notify the Program Head Cheerleading Coach in writing or via email of his/her intention to hold the office, identifying which Executive Board Office he or she seeks.
 - d. If consideration for an open Executive Board office is needed, a committee made up the Program Head Cheerleading Coach, The Varsity Competition Cheerleading Coach, the School Principal, and the Athletic Director will review members interested and make a final decision on who will fill open Executive Board offices. The final Executive Board will be announced by end of January. Appointed officers will take office and assume responsibilities on April 1st with the existing officers assisting in transition through end of cheer season.
3. Vacancy. If a vacancy occurs during the cheer season in the Executive Board of Directors, the Program Head Cheerleading Coach will appoint a person to the vacated position for the unexpired term.
 4. Officer 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 their 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 their expulsion from general membership of the club.
 - a. President - The President shall be the chief officer of the Club and shall preside at all meetings and shall have general supervision over the affairs of the Club. They shall present to the membership an annual report on the affairs of the Club. This report shall be given at the April General Meeting. The President will have the authority to co-sign checks.
 - b. Vice President - In the absence of the President at a meeting, a Vice President shall have all the rights, privileges, and duties of the President as set out in the Bylaws. The Vice President shall serve as an active assistant to the President and perform such duties as requested by the President. The Program Head Cheerleading Coach and President will define the specific roles and duties of the Vice Presidents at the beginning of each cheer

season.

- c. Secretary - The Secretary shall keep a written record of all general and Board meetings. In lieu of a reading of the minutes, the Secretary may distribute copies (including via electronic means) of the proposed minutes to the Executive 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 on 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 Board meeting, the Treasurer shall give a report of all disbursements and collections of monies compared to the approved budget since the preceding meeting. A written report summarizing the Club financial activity for the year shall be provided for the general membership at the April meeting. The Treasurer is authorized to sign all checks. The Treasurer will be responsible for filing annual IRS forms, prepared by an external financial firm and shall maintain copies of paperwork.
5. Financial Activities.
- a. Unbudgeted expenditure over \$500 must be reviewed and approved by the Board.
 - b. The actual amounts of supplemental payments to the coaching staff must be pre-approved by the Board. The Board will operate on a cash basis and is required to have a balanced budget, as defined by Cobb County School System.
 - c. The Club shall operate in compliance with current IRS reporting requirements relating to not-for-profit organizations.
6. Attendance.
- a. Board Members shall be required to attend a minimum of 2/3 of Board Meetings during the fiscal quarter. A Board Member may not miss 2 consecutive Board meetings, unless prior approval is granted by the

President.

- b. Failure to comply with attendance requirements may result in removal from Board position.

7. Compensation.

Board Members shall not receive compensation for their services as Board Members. Board Members may receive reimbursement for approved expenses upon presentation of proper documentation.

ARTICLE VI

EXPULSION OF MEMBERS FROM THE CLUB

A member can be expelled from the Club according to the procedures as set forth in these bylaws.

A member of the Club may be expelled from the Club if they fail to abide by these Bylaws and/or policies of the program; if they are found to have acted in a criminal or morally objectionable way; if they fail to perform their duties satisfactorily as a member of the Board; or if their membership becomes detrimental to the Club. If a member is expelled, they will be contacted by the Program Head Cheerleading Coach and President.

ARTICLE VII

MEETINGS

1. There shall be a minimum of two (2) general meetings of the Club which are open to all members. The date, time, and place of these two (2) General Meetings shall be set by the Executive Board of Directors. The meetings are to be held as follows: (1) meeting after teams are announced in the Spring and one (1) meeting during Fall.
2. Special General Meetings may be called by the President or by a majority of the Executive Board of Directors. Five (5) business days written notice of these meetings must be given to the membership

3. Meetings of the Executive Board of Directors may be called by the President the Program Head Cheerleading Coach or by a majority of the Executive Board of Directors. The Executive Board of Directors will meet a minimum of six (6) times in a fiscal year. Meetings of the Executive Board of Directors are not open to general membership. Members can request/submit items to be placed on the agenda for consideration.

ARTICLE VIII

AMENDMENTS

These Bylaws may be amended, repealed, or altered in whole or in part by a 2/3 (two-thirds) majority vote of the Executive Board of Directors.

ARTICLE IX

PARLIMENTARY AUTHORITY

Established norms shall be the authority in all proceedings not covered by the Bylaws

Revised and Accepted _____

Entered into Minutes _____

Signed _____