

OFFICIAL CONSTITUTION AND BY-LAWS

Yellow Jacket Athletic Club BESSEMER CITY, NORTH CAROLINA

CONSTITUTION

ARTICLE I - NAME

This organization shall be known as the Yellow Jacket Athletic Club of Bessemer City, North Carolina.

ARTICLE II - OBJECTIVES and PURPOSE

1. This Club is organized exclusively for charitable purposes as defined in Section 501(c)(3) of the Internal Revenue Code. The purpose of the Club includes raising funds and purchasing goods or services to be used exclusively by students and faculty at Bessemer City High School or providing volunteers for program activities. To assist the Athletic Director in conducting an outstanding program for the Bessemer City High School Athletic Program.
2. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the organization 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. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.
3. In the event of disbandment of the Yellow Jacket Athletic Club , Incorporated, the corporation shall upon dissolution, distribute, and transfer the net assets thereof, after discharge of or provision for the payment of all its lawful liabilities and obligations, directly to the Bessemer City High School General Athletic Account.

4. The Club shall abide by and be held to regulations administered by the Gaston County School District PTA, PTO, and Booster Club Organizational Reference Booklet, and follow all policies set forth by the Athletic Director and BCHS administration.

ARTICLE III – MEETINGS

1. The meetings of the Yellow Jacket Athletic Club shall be held monthly throughout the year. The President may cancel scheduled meetings or call additional meetings as warranted.
2. The Athletic Director and Principal will be notified of all meetings, and their presence requested at the meeting. The Yellow Jacket Athletic Club will obtain approval from the Athletic Director for any meeting held on the BCHS campus. The executive board reserves the right to meet at any time off the BCHS campus.

ARTICLE IV – MEMBERSHIP

Membership in the Yellow Jacket Athletic Club shall consist of parents, coaches, individuals, family members, and community members who are interested in the promotion of the BCHS Athletic program.

Membership Dues are required per member per year. The officers will determine the cost of the dues each year. Member's dues must be paid prior to the meeting in which the vote is held in order to be a voting member of the booster club.

ARTICLE V- VOTING RIGHTS

1. All members in good standing will have voting privileges for officers and other decisions. (The Athletic Director and Principal do not have voting privileges.)
2. Members must be present to vote.

ARTICLE VI – ELECTIONS

1. Elections shall be held before the school year begins. Nominations will be taken from the floor only. You must be present to nominate someone for an officer position. The nominee does not have to be present but must be a paid member and can decline the nomination before the election.
2. Voting shall be by secret ballot, and counted by the Athletic Director, Principal and one of the current Booster Club officers or a Booster Club member.

ARTICLE VII- COMMITTEES

Committees will be created as needed.

ARTICLE VIII - RELATIONSHIP With SCHOOL PRINCIPAL

The Principal of Bessemer City High School may attend all meetings but is not a voting member. Principal will provide the booster club with updates on the BCHS athletic program.

According to the Gaston County Schools Booster Organization Booklet, the Booster Club must obtain prior written approval from the principal for 1) any fund-raising event, 2) any purchase for the school, 3) any function involving the participation of students, 4) any event which is likely to reflect upon school or school district, and 5) all social media or crowdfunding campaigns.

The Principal may remove any Officer at any time.

ARTICLE IX - RELATIONSHIP With SCHOOL ATHLETIC DIRECTOR

BCHS Athletic Director (AD) will attend all Athletic Booster Club meetings and serve as the school liaison. He will work with the Booster Club and the school administration to communicate and foster collaboration between the two. The AD is not a voting member of the Booster Club. Head Coaches of each sport may request financial assistance **only** at a Booster Club meeting.

ARTICLE X - OFFICERS

1. The officers shall consist of the President, Secretary, and Treasurer. (Only one officer per family.)
2. All officers must be approved Gaston County School Volunteers.
3. There will be an annual officer's election. However, officers may serve more than one year.
4. Term of Office: Officers shall serve a term of a maximum of four years. Elected officials shall assume office on the first meeting following the election.
5. A BCHS School employee shall not be an officer of the BCHS Athletic Booster Club.
6. An officer must be a parent of a current or former BCHS student, or a BCHS alum, or a BC community member defined as a person who works in Bessemer City, owns a business in Bessemer City, or resides in Bessemer City.

BY-LAWS

ARTICLE I - DUTIES OF OFFICERS

SECTION I - PRESIDENT

1. To preside at all meetings.
2. To give ample notification of general meetings.
3. Sign the checks.
4. Representative of the Athletic Booster Club at all school and community functions.
5. Oversees the maintenance of all concession stands.
6. Ensure that all booster club events including concession stands are fully staffed.
7. Works with the BCHS Principal and Athletic Director to support the athletic programs.

SECTION II - TREASURER

1. To be the custodian of all sponsored money received from any source.
2. To keep full and accurate books of the account.
3. Receipt club dues and all donations.
4. The bookkeeping procedures shall include receipts, deposits, issuance of checks and purchasing.
5. Review Bank Statement
6. Share the bank statement with the officers and principal. The statement should always reflect debits and credits within the checking account. Always Balance after you create a spread-sheet and review the bank statement, you must always be able to reconcile the finances at the close of each month.
7. Provide Monthly Reports at Booster Club meetings
Booster Financial Reports Checklist
Standard Reconciliation (Excel)
Bank Statement Copy
Booster Monthly Report (reviewed by officers)
Booster Club checks will require the signature of the President and Treasurer
8. To pay with checks any expenses incurred from the booster club.
9. To ensure no payments are made in cash to anyone.
10. The financial statements will be made available to members upon request.
11. To make any and all deposits into the BCHS Athletic Boosters bank account.
12. Sign the checks.
13. Purchase food for the concession stands. (*Drinks are delivered to the school.*)
14. Maintain the required financial records to comply with state and federal law.

SECTION III – SECRETARY

1. The Secretary will keep the minutes of all meetings in a permanent record, which can include the use of a computer, and a copy maintained in a notebook for members inspection.
2. This book shall be the property of the BCHS Athletic Boosters.
3. The minutes will be made available to any member upon request.
4. A copy of the minutes will be provided to members at all monthly meetings.
5. Keep an accurate record of membership and attendance.
6. Assist Treasurer with the purchase of food for the concession stands.

ARTICLE II – ORGANIZATION

The Yellow Jacket Athletic Club , INCORPORATED, in accordance with the standards for organizational exemption under section 501 (c) (3) of the Internal Revenue Code of 1986, hereby declare the following:

1. The organization is organized exclusively for charitable, religious, educational, and /or scientific purposes under section 501 (c) (3) of the Internal Revenue Code.
2. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof.

ARTICLE III – PARLIAMENTARY ACTIONS

The rules contained in the Robert's Rules of Order, shall govern the organization in all cases, in which they are applicable and in which they are not inconsistent with the By-Laws or special rules of this organization.

ARTICLE IV – AMENDMENTS

The Constitution and By-Laws may be amended at an announced meeting one month prior to the vote to change Constitution and By-Laws by a two-thirds vote of the members present.

The Yellow Jacket Athletic Club Constitution and By-Laws were ratified by the Yellow Jacket Athletic Club members on Monday, July 31, 2023 at the called meeting.