

REA FARMS STEAM ACADEMY ATHLETIC BOOSTER CLUB

ARTICLE I: Rea Farms STEAM Academy Booster Club

The name of this organization is the Rea Farms STEAM Academy Falcon Athletic Booster Club, and is associated with Rea Farms STEAM Academy in Charlotte, North Carolina. Rea Farms STEAM Academy is a K-8 school located in Charlotte, North Carolina, and is a part of the Charlotte Mecklenburg School System.

ARTICLE II: Articles of Organization

The articles of organization of this organization include (a) the bylaws of such organization and (b) the certificate of incorporation or articles of incorporation of such organization: REA FARMS STEAM ACADEMY FALCON ATHLETIC BOOSTER CLUB (Establishment necessary and name subject to change)

ARTICLE III: Purposes

The purpose of the REA FARMS STEAM ACADEMY ATHLETIC BOOSTER CLUB is:
Our non-profit organization supports, promotes and encourages athletics for all Falcon sports. The Athletic Booster Club members (parents, coaches, student athletes and fans) strive each year to make athletics at Rea Farms STEAM Academy, and its off campus affiliates, a very rewarding experience for the athletes and at the same time an enjoyable experience for the fans. The general fund financial support will vary from year to year. However, the funds will be used for capital improvements, recognition banquets & receptions, equipment replacement and maintenance, athletic signage & banners, field or court scoreboards, and concession stands operations. REA FARMS STEAM ACADEMY FALCON ATHLETIC BOOSTER CLUB contributes to 9 sports - totalling 13 teams (Men and Women teams).

ARTICLE IV: Basic Policies

The following are basic policies of the REA FARMS STEAM ACADEMY FALCON ATHLETIC BOOSTER CLUB:

Section 1.

The organization shall be noncommercial, nonsectarian and nonpartisan.

Section 2.

The name of the organization or the name of its affiliated school shall not be used to endorse or promote a commercial concern or in connection with any partisan interest or for any purpose not appropriately related to promotion of the purpose(s) of the organization.

Section 3.

The organization shall not—directly or indirectly—participate or intervene (in anyway, including the publishing or distribution of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office.

Section 4.

This organization shall not use any EIN (tax number) other than its own. The EIN for the REA FARMS STEAM ACADEMY FALCON ATHLETIC BOOSTER CLUB is not to be used by any booster club for any purpose whatsoever.

Section 5.

This organization shall secure a sales tax Certificate of Registration by completing Form North Carolina BR and collect and remit the tax due on such sales unless the sales are specifically exempt by statute.

Section 6.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, directors, 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 purposes set forth in Article III hereof.

Section 7.

This organization shall prohibit voting by proxy.

Section 8.

No part of the membership roster of this organization shall be sold to any entity or exchanged for any services or products without the approval of the majority of the general membership.

Section 9.

Dissolution of this organization:

- a. After paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations or organizations which have established their tax exempt status under Section 501© (3) of the Internal Revenue Code and affiliated with Rea Farms STEAM Academy athletics.
- b. Shall cease and desist from the further use of any name that implies or connotes association with REA FARMS STEAM ACADEMY FALCON ATHLETIC BOOSTER CLUB; and
- c. Carry out promptly, under the supervision of the RFSA ABC sponsor or his designee, all proceedings necessary or desirable for the purpose of dissolving this organization.

Section 10.

This organization shall keep such permanent books of account and records as shall be sufficient to establish the items of gross income, receipts and disbursements of the organization. Such books of account and records shall at all reasonable times be open to inspection by its members.

Section 11.

Only members who have paid dues for the current membership year (school year) may participate in the business of that association.

ARTICLE V: Members and Dues

Section 1.

Membership in this organization shall be made available without regard to race, color, creed or national origin, nor in conflict with the provisions of CMS.

Section 2.

A person's paid membership dues allow membership in the organization for one fiscal year, which shall begin August 1 and end July 31th.

Section 3.

Upon payment of annual dues, a person shall have membership in the organization for the fiscal year, which shall begin August 1st and end July 31st.

Section 4.

This organization shall sustain a yearly membership total of at least 10 to remain an active booster club on the Rea Farms STEAM Academy.

ARTICLE VI: Officers and Their Election

Section 1.

Each officer must be a member of this organization.

Section 2.

No officer shall be married to another officer. No officer may be a sibling of another officer. No officer shall be a signer for any checks that are payable to any of his family members or themselves.

Section 3.

Officers and their election

- a. The officers of this organization shall consist of a president and treasurer.
- b. Officers shall be elected by ballot in the month of May. However, if there is but one nominee for an office, election for that office shall be by voice vote. Elections shall be by plurality.
- c. An individual must be a member prior to taking office.
- d. Officers shall assume their official duties following the close of the school year and shall serve a term of one year or until their successors are elected.
- e. No officer shall serve in the same office for more than three consecutive terms. One who has served more than one-half of a term shall be credited with having served that term.

Section 4.

Vacancies

- a. A vacancy occurring in any elected office shall be filled for the unexpired term by a person elected by a majority vote of the general membership, notice of such election having been given.
- b. In case a vacancy occurs in the office of president, the treasurer shall serve notice to the executive board and general membership of the election.
- c. A vacancy shall be filled by any member of the general membership, except for a vacancy of the President, which shall be filled by a member of the executive board, and their position shall be filled by a member of the general membership.
- d. The executive board shall serve notice of any vacancy within fourteen (14) days of the notice.

Section 5.

Reason to remove:

By two-thirds (2/3) vote of the general membership an officer or chairman shall be removed from office for failure to perform duties, criminal misconduct or unethical behavior in the organization's business.

ARTICLE VII: Duties of Officers

Section 1.

The president shall:

- a. Coordinates the work of the officers and committees of the association;
- b. Confirms that a quorum is present before conducting any business at any meeting of the association;
- c. Presides at all meetings of the association;
- d. Appoints chairman of special committees subject to approval of executive board;
- e. Be authorized to sign on bank accounts (two of three authorizations shall be required on all checks; authorization via e-mail is appropriate) ;
- f. Call a meeting of the newly elected officers within thirty (30) days after the election meeting for the purpose of approving appointments of standing committee chairmen and such other business as becomes necessary;
- g. Is a member ex-officio of all committees except the nominating and audit committees;
- h. Record the minutes of all meetings of the association;
- i. Maintain a compilation of the organization's minutes;
- j. Is responsible for correspondence;
- k. Have a current copy of the bylaws;
- l. Submit a copy of its bylaws and standing rules to the Rea Farms STEAM Academy principal;
- m. Submit to CMS all required documents when requested.

Section 2.

The treasurer shall:

- a. Have a current copy of the bylaws;
- b. Maintains a current membership list;
- c. Preside in the absence of the president;
- d. Have custody of all the funds of the association;
- e. Keep books of account and records including bank statements, receipts, budgets, invoices, paid receipts and canceled checks for five years;
- f. Makes disbursements in accordance with the budget adopted by the organization;
- g. Sign on bank accounts (two of three authorizations shall be required for the issuance of all checks);
- h. Presents a financial report, both written and verbal, at every meeting of the unit and as requested by the executive board or the organization;
- i. Make a full report at the annual meeting;
- j. Be responsible for the maintenance of such books of account and records as conform to the requirements of Article k, Section 4 of these bylaws;
- l. Complete all necessary tax requirements; and
- m. Submits books to the audit committee as requested.

Section 3.

All officers shall:

- a. Attend all meetings of the association;
- b. Perform the duties outlined in these bylaws and those assigned from time to time; and
- c. Deliver to their successors or the president all official materials within fifteen (15) days following the date at which their successors assume their duties.

ARTICLE VIII : Duties of Sponsor

Section 1.

The athletic director of the organization shall not be a member or have voting privileges on the Executive board.

ARTICLE IX: Meetings

Section 1.

This organization shall hold a minimum of two (2) meetings a year.

a. Regular meeting dates will be established by the executive board during the first meeting of the year. Time and dates will be announced to the membership at the first meeting of the year. Five days notice shall be given if change of date is needed.

b. The regular meeting held in February shall be the election meeting.

c. The annual meeting in February shall be for the purpose of receiving reports of officers and chairmen and for any other necessary business.

D. Upon election of new officers to the board of the athletic booster club, the term shall begin immediately following the February meeting, and the officers of both the outgoing board and the incoming board shall work together to create smooth transition, which should fully occur before the 31st day of May of the year in which (a) new board member(s) have been elected.

Section 2.

Special meetings of the association may be called by the president or by a majority of the executive board, at least three days' notice having been given.

Section 3.

Five members shall constitute a quorum for the transaction of business in any meeting of this organization.

ARTICLE X: Executive Board

Section 1.

The executive board shall consist of the officers of the association and the chairmen of standing committees.

Section 2.

The Athletic Director of the Rea Farms STEAM Academy Athletics shall not be a member nor have voting privileges on the executive board but shall attend board meetings.

Section 3.

A member shall not serve as an officer or chairman of the organization's executive board while serving as a paid employee of, or having purchasing contracts with the organization.

Section 4.

The duties of the executive board shall be to:

a. Transact necessary business in the intervals between association meetings and such other business as may be referred to it by the association;

b. Present a report at the regular meetings of the association;

c. Approve Plans of Work of all officers and committee chairmen;

- d. Appoint an audit committee consisting of not less than three members, who are not authorized signers, at least thirty (30) days before the annual meeting, to audit the treasurer's accounts;
- e. Create standing and special committees;
- f. Fill vacancies of officers and chairmen;
- g. Prepare and submit a budget for the year to the organization for adoption;
- h. Approve routine bills within the limits of the budget; and
- i. Ensure that the organization, through its practices and policies, does not violate such rules and regulations that govern RFSA ABC.

Section 5.

Meetings

- a. Regular meetings of the executive board shall be held quarterly or prior to each regular association meeting, the time to be fixed by the board at its first meeting of the year.
- b. A majority of the executive board members shall constitute a quorum.
- c. Special meetings of the executive board may be called by the president or by a majority of the members of the board, at least three (3) days' notice being given.

ARTICLE XI: Standing and Special Committee

Section 1.

Only members of the association shall be eligible to serve in any elective position.

Section 2.

The executive board may create such standing and special committees, as it may deem necessary to carry on the work of the organization. The term of each chairman shall be one (1) year or until the selection of a successor.

Section 3.

The newly elected president shall call a meeting of the incoming officers within thirty (30) days after the election for the purpose of approving standing committee chairmen and such other business as becomes necessary.

Section 4.

No chairman shall serve in the same office for more than three consecutive terms. One who has served more than one-half of a term shall be credited with having served that term.

Section 5.

All standing committee chairmen shall:

- a. Deliver to their successors or the president all official materials within fifteen (15) days following the date at which their successors assume their duties; and
- b. Present a Plan of Work to the executive board for approval. No committee work shall be undertaken without written approval from the executive board.

Section 6.

The president shall be a member ex-officio of all committees except the nominating and audit Committees.

Section 7.

The quorum of any committee shall be a majority of its members.

Section 8:

Standing Committees include the fundraising chair and elementary liaison .

The fundraising chair

- a. Identify contact potential community supporters for advertising opportunities;
- b. Oversee all fundraising efforts and committees tasked with fundraising;
- c. Attend, or designate a representative to attend all fundraising events;
- d. Work with the Rea Farms STEAM Academy PTA to hold joint fundraising events;
- e. Have a current copy of the bylaws;
- f. Record the minutes of all meetings of the association;
- g. Maintain a compilation of the organization's minutes

The Elementary liaison

- a. Serve as the primary contact between the booster club and the fourth and fifth grade basketball and cheerleading teams
- b. Ensure the needs, goals, and updates of the fourth and fifth grade teams are regularly communicated to the booster club
- c. Identify and recruit team parents from each athletic team to assist with communication, support and transitions between teams
- d.. Assist with the ordering and distribution of uniforms and equipment, ensuring all needs are met in a timely and efficient manner.
- e. Work closely with team coaches ot support recruitment efforts and identify marketing opportunities for team activities, events and tryouts
- f. Facilitate communication and collaboration between elementary team parents and middle school athletic teams to foster smoother transitions as students advance
- g. Work with the booster club to promote the achievements and activities of elementary teams through newsletters, social media and school announcements
- h. Have a current copy of the bylaws;

ARTICLE XII: Fiscal Year

Section 1

The fiscal year of this organization shall begin August 1st and end July 30th

Section 2.

An audit committee consisting of not less than three (3) members, who are not authorized signers, shall be appointed by the executive board at least thirty (30) days before the last meeting of the fiscal year.

Section 3.

The audit committee report shall be adopted by the association.

ARTICLE XIII: Parliamentary Authority

The rules contained in the current edition of the REA FARMS STEAM ACADEMY FALCON ATHLETIC BOOSTER CLUB by-laws shall govern the organization in all cases in which they are applicable and in which they are not in conflict with the bylaws written by the CMS Board of Education bylaws.

ARTICLE XIV: Amendment

Section 1.

These bylaws may be amended at any meeting of the association, provided a quorum is present, by two-thirds (2/3) vote of the members present and voting. Notice of the proposed amendment shall have been given at the previous regular meeting or twenty (20) days prior to the meeting at which the amendment is voted upon.

Each amendment to the bylaws shall be provided to the membership through the regular publicity channels at least twenty (20) days prior to the meeting at which the amendment is voted upon or at the previous regular meeting.

A committee may be appointed to submit a revised set of bylaws as a substitute for the existing bylaws only by a majority vote at a meeting of the association, or by a majority vote of the executive board. The requirement for adoption of a revised set of bylaws shall be the same as in the case of an amendment.

After adoption by a two-thirds (2/3) vote at a meeting of the organization, a copy of bylaws (and standing rules) as amended or revised and dated shall be sent to the campus principal, athletic director and posted on the AthleticZone website for all members to see.

Section 2.

This organization shall review and if necessary amend its bylaws at least every three (3) years.

Bylaws amended November 21, 2024