

# Rhythmic Dreams

## BYLAWS

### Article I. Name and Offices

- 1.1 The name of this organization shall be Rhythmic Dreams. This name will be registered with the State of Florida.
- 1.2 The registered office shall be the President's home address
- 1.3 The registration owners shall be the President and the Treasurer.

### Article II. Purpose

- 2.1 Rhythmic Dreams is organized for the purpose of providing charitable support for the competitive and non-competitive programs of First Coast Arts and Sports.
- 2.2 Members, Officers, or Board Members are prohibited from using the Booster Club as means of obtaining private profit and/or further individual purposes and gain. Members, Officers, and Board Members shall not receive compensation or salary from the Booster Club for his/her services.

### Article III. Membership

- 3.1 The membership of Rhythmic Dreams shall consist of:
  - 3.1.1 An **Active Member** who is a parent or legal guardian of a First Coast Arts and Sports competitive team.
  - 3.1.2 A **Contributing Member** is any other adult who supports the purposes and objectives of the club.
- 3.2 Membership is defined by the payment of annual dues.
- 3.3 Annual dues shall be \$25.00 per family for **Active Member** and \$15.00 per family for **Contributing Member**, and become due each August 1<sup>st</sup>.
- 3.4 Pro-rated dues for new members joining after February 1<sup>st</sup> will be \$15.00 for **Active Member** and \$5.00 for **Contributing Member**.
- 3.5 Membership will run August 1<sup>st</sup> thru July 31<sup>st</sup>.

### Article IV. Meetings and Voting

- 4.1 Meetings
  - 4.1.1 Annual Meeting – The Annual Meeting will be held in the month of July each year for the purpose of electing officers. All Active Members are requested to be in attendance for this meeting.
  - 4.1.2 Monthly Meeting – Every attempt will be made to hold a monthly meeting. This will be decided either from the previous meeting or a request from the President.
  - 4.1.3 Meetings will be held at a predetermined time and place, with full disclosure to all members.
- 4.2 Voting

- 4.2.1 Active Members have voting privileges. Only one vote may be cast per family
- 4.2.2 A Contributing Member does not have a vote with the exception of any non-budgeted item over \$200.00
- 4.2.3 The quorum shall be 1/3 the total number of authorized votes.
- 4.2.4 All actions will be decided by a majority of those present and authorized to vote.

## **Article V. Board of Directors**

- 5.1 The Board of Directors shall consist of the officers and fundraising committee chairmen. All other committee chairmen will be responsible to the president for assigned duties.
- 5.2 Agenda will be:
  - A. Approval of minutes of last meeting
  - B. President's report
  - C. Treasurer's report
  - D. Committee report
  - E. Old business
  - F. New business
  - G. Date and time of next meeting
  - H. Adjournment

## **Article VI. Officers**

- 6.1 Officers shall be President, Vice-President, Secretary, and Treasurer.
- 6.2 The term of office will be one year. Each officer may succeed him/herself once.
- 6.3 In the even any office with the exception of the office of president should become vacant; a replacement officer will be solicited from membership.
- 6.4 The President shall preside at all membership meetings. He/she shall exercise general authority over the affairs of the booster club. He/she shall use his/her best efforts to promote its purposes and objectives as outlined in these By-Laws and other approved documents of the Booster Club. Generally, the President should perform duties inherent to the Chief Executive Officer of any organization.
- 6.5 The Vice-President will serve in the absence of the president and will assume the office of president during any term year should that office become vacant.
- 6.6 The Secretary will keep and post all minutes for each meeting. He/she will also produce and mail club correspondence as needed. The secretary will be responsible for maintaining member information.
- 6.7 The Treasurer will maintain a checking account at a commercial bank authorized by the board. The treasurer will also handle all deposits and debits from this account. The treasurer will maintain documentation used as authorization for each debit and will reconcile the bank statement monthly and provide a report.

## **Article VII. Budget and Finance**

- 7.1 Two signatures will be required for each check drawn on the checking account. Authorized signatures will be the president, vice-president only in lieu of president, and treasurer.
- 7.2 Treasurer will honor request for funds on the 1<sup>st</sup> and 15<sup>th</sup> of each month and at membership meetings.

- 7.3 An audit of all financial records will be conducted annually by an audit committee. The results will be reported to the membership at the annual meeting held for the election of officers.
- 7.4 Any parent/guardian can donate into the Booster Club treasury to offset cost associated with competitive rhythmic gymnastics. This donation may be paid outright or may be raised by participating in scheduled fund-raisers. Donations may not cover all estimated expenses.
- 7.5 No withdrawals will be authorized by any Board Member for non-budgeted items in excess of \$200.

## **Article VIII. Committees**

- 8.1 The executive committee will be the officers of the club. The executive committee will be authorized to conduct routine and emergency business as needed between meetings.
- 8.2 The chairman of the executive committee will be the president
- 8.3 Meetings will be as needed. Place and time will be set by telephone and/or email.
- 8.4 The fundraising committee will have a chairman and co-chairman elected by the membership. The committee will present approved projects to the membership in the manner and method needed for the successful completion of the project.

## **Article IX. Rules and Regulations**

- 9.1 Rules and regulations governing fundraising goals and projects, and participation by all organization members will be developed by the board and presented to the membership for approval at the beginning of each fundraising year.
- 9.2 Rules and regulations for disbursement of all funds will be presented to the membership for approval annually.
- 9.3 In the event of separation, when a member has funds available to them the funds will be divided 50-50 between the general fund and another member or members of the leaving members choosing. This must be done within 30 days of separation. If no other member is specified to receive the funds within 30 days, then all funds go into the general fund.

## **Article X. Governance of Meetings**

- 10.1 All meetings of the board and membership shall be governed by **Roberts Rules of Order Revised.**

## **Article XI. Amendment**

- 11.1 Changes to the by-laws by be presented at any general meetings and will be voted on at the next general meeting after presentation.
- 11.2 Amendment, suspension or revocation of the by-laws may be accomplished by a majority vote of authorized votes in attendance at any meeting of the membership.
- 11.3 Rules and regulations may be changed by a majority vote of the authorized votes in attendance at any meeting of membership.

## **Article XII. Rules and Regulations for Fund-Raising**

- 12.1 Fund raising goal will be recommended by the fund-raising committee to the membership for approval.
- 12.2 Fund raising projects will be planned, developed, and overseen by the fund raising committee. Each project will be approved by the board.
- 12.3 Projects will be varied enough to allow all members the opportunity for fund raising participation
- 12.4 Disbursements from fund raising will be determined by funds available.