

Bylaws of the McIntosh Tip-Off Club

Article I: Name and Principal Office

The name of this organization shall be the McIntosh High School Tip-Off Club with the principal office being:

McIntosh High School
210 Walt Banks Road
Peachtree city, Georgia 30269

Article II: Objective

The McIntosh High School Tip-Off Club (the Club) has been formed and shall exist for the sole purpose of supporting McIntosh High School basketball and related activities. The foundation of this principle will be based on:

1. Encouraging proactive parental involvement in the Club and MHS activities.
2. Fostering team spirit among MHS fans, parents, and student-athletes.
3. Providing appropriate financial support.

The actions and decisions of the Club will be based on the above principles in conjunction with any additional items as specified by the Principal, Athletic Director, and Coaches of the teams.

Article III: Membership

Membership in the McIntosh High School Tip-Off Club shall be open to all parents and/or custodians of the MHS basketball players as well as any individual who has an interest in McIntosh basketball provided they are approved by the Board of Directors (BOD). Each parent / custodian of a MHS basketball player in good standing is referred to as a Voting Member. While membership is open to any person whose interests do not conflict with the objective stated in Article II, these members will not have a vote before the Club , and are referred to as Non-Voting Members.

Voting Members shall be considered in good standing if dues for the current year have been paid in full or the President has granted a waiver due to the family's financial situation.

Both Head Coaches, boys and girls' shall be considered Voting Members of the McIntosh High School Tip-Off Club and be recognized as being in good standing for as long as each holds the position of Head Coach as recognized by the Fayette County School System and McIntosh High School. Furthermore, the Head Coaches shall be exempt from any membership fees or annual dues as designated from time to time by the BOD.

All Voting Members in good standing shall be entitled to vote, hold office, and participate in all activities.

Annual dues shall be designated from time to time by the BOD.

Article IV: Fiscal Year

The fiscal year of the McIntosh High School Tip-Off Club shall begin on April 1 and end on March 31.

Article V: Meetings

The Board of Directors shall determine frequency, date and time of all meetings.

Article VI: Board of Directors

The Board of Directors shall be the Head Coaches and Club officers as elected by the membership and outlined in Article VII below. The composition of the elected BOD can be changed at any time by a vote of the membership.

A simple majority of the Voting Members in good standing of the Club present and voting will constitute a valid qualified election with a minimum of at least 10% of the voting membership being present. *[Ex: 100 members in good standing. At a minimum ten members (10%) must be present to validate the election. A simple majority of 6 votes therefore would determine the outcome.]*

Each director (including the President) shall hold office until the first meeting of the membership and until his/her successor is elected, or until earlier resignation, removal from office, graduation of director's last remaining child participating in the McIntosh High School basketball program, or death. At the first annual meeting of the membership and at each annual meeting thereafter, Directors (including the President) shall be elected for the ensuing year, and shall hold office until the next succeeding annual meeting or until his/her successor is elected, or until earlier resignation, removal from office, or death. In such elections, the person having a simple majority of votes shall be elected.

The BOD shall have the authority to manage affairs and exercise the powers and privileges of the club, subject to terms of the by-laws and such policies and directions as may be prescribed from time to time by the membership.

The annual meeting of the BOD (for elections / appointment of new Board members) shall be held after the season ends and prior to the Annual Basketball Banquet. This will allow for the announcement of new Board members to occur at the Annual Banquet. Special meetings of the Board may be called at any time by a Head Coach, the President, or by any two (2) or more Directors. Telephone, fax, e-mail or voicemail shall give notice of any special meeting of the BOD to each Head Coach or Director or his agent not less than twenty-four (24) hours prior to the convening of the special meeting.

A two-thirds (2/3) majority of the BOD then holding office shall constitute a quorum. At a minimum, the President, First Vice President or Second Vice President must be present to have a quorum.

Article VII: Officers

The five (5) elected officers (voting officers) of the McIntosh High School Tip-Off Club shall be President, First Vice President (Spirit), Second Vice President (Administration), Third Vice President (Fundraising) and Treasurer. The officers shall be elected annually by the membership of the Club as stated above in Article VI.

Only one parent or custodial family member is allowed to be a voting Board member during any given season.

President

The President shall preside at all meetings of the Club, chair all meetings of the Board of Directors, act as a primary liaison to the Head Coaches and the administration of McIntosh High School, and shall have general supervision of the affairs of the Club. It is also the responsibility of the President, working in concert with the Secretary, to communicate directly and frequently with the membership at large via e-mail on matters relevant to the membership regarding meeting minutes, updates significant events and any other matters deemed necessary by the BOD.

The First Vice President shall assume the duties of the President in the President's absence at any regular meeting or special meeting called by the BOD. If the First Vice President is absent, the Second Vice President shall assume the duties of the President. If the Second Vice President is absent, the Third Vice President shall assume the duties of the President.

First Vice President

The First Vice President shall be responsible for forming, coordinating and assisting with Mac madness, special pre or post game and half time events as planned during the course of the season, the production of a Macintosh High School Basketball Program and the organization and coordination of the team parent committee. This VP Will represent these functions and the parents involved on any votes before the Board of Directors VP will develop formal subcommittees as he or she sees fit with the agreement of the BOD but will perform the functions outlined above at a minimum all committees will operate under the guiding principles of article II of the bylaws.

Functions:

MacMadness/ Spirit – this committee will be responsible for generating revenue by organizing and coordinating the event known as MacMadness as well as any other regular-season halftime or pre or post game events.

Program- this committee will be responsible for the organization and the production of an annual basketball program as well as providing relevant information photograph bios sponsorship etc. necessary to facilitate such production

Team Parent Committee (TPC) each basketball team, Boys Freshman Basketball, Girls Basketball, Boys JV Basketball, Girls JV Basketball, Boys Varsity Basketball, Girls Varsity Basketball will nominate and/or appoint with the approval of the head coach a team parent to represent that team on the team parent committee. The TPC is designed to:

- 1) Ensure maximum communication regarding information related to date settings for key events, notice of special events, providing team parents e-mail addresses, funding and general issues related to the club
- 2) Assist with tasks specific to the team and deemed important to the head coach. It will be the responsibility of the team parent to encourage participation in the club amongst the parents of that team, attend(or to be represented at all meetings of the MHS tipoff club and to keep up with and communicate key dates/ events/ needs. The team parent shall also keep a current record of all members and their classifications and contact information. In addition to team representative shall provide information and or issues concerning the respective team to the Board of Directors

Second Vice President

The second vice president is responsible for forming a coordinating and assisting with the concession committee and website committee. This VP will represent these functions and the parents involved on any vote before the Board of Directors. This VP can develop formal subcommittees as he or she sees fit with the agreement of the BOD, but will perform the functions outlined above at a minimum. All committees will operate under the guiding principles of article II of the bylaws.

Functions:

Concessions – this committee will be responsible for all concession programs including purchasing, scheduling and sales management of concession area in accordance with the goals and policies approved by the Board of Directors.

Website -_ this committee will be responsible for designing a new website and or augmenting a current website to contain relevant information related to Macintosh Basketball as prescribed by the head coaches. This committee will also be responsible for updating the site with the current information as deemed important and necessary by the coaches.

Third Vice President

The Third vice president is responsible for that banquet hospitality committee; senior night and developing an ongoing corporate sponsorship program in conjunction with the head coaches and presidents provide additional funds for the Macintosh high school basketball program. The VP can develop formal subcommittees as he/she see fit with the agreement of the BOD but will perform the functions outlined above at a minimum all committees will operate under the guiding principles of article II of the bylaws

Functions

Banquets/ Hospitality – this committee will be responsible for all activities related to the annual Macintosh High School Basketball Banquet including date, time, location, meals, program etc. This committee shall work closely with other members of the club to organize and provide a hospitality room for coaches, administration, and/or student athletes or parents during special occasions such as region or state tournaments

Senior- night - this committee will be responsible for all activities related to the annual Macintosh high school senior night

Treasurer

The treasurer will keep, or cause to be kept, the financial books and records of the Club, and shall faithfully account for its funds. In addition, the treasurer shall prepare and submit a complete monthly written report of the financial status of the Club and other records as may be required from time to time.

Secretary

The secretary shall keep records of all meetings of the Club. The secretary shall be the custodian of all records of the Club with the exception of those pertaining to financial matters which shall be kept by the Treasurer. The secretary will act as communications liason with the general membership on meeting minutes and issues related to the operations of the Tip-Off Club.

Article VIII: Contracts

All contracts and legal documents that serve to bind the Club shall be executed on behalf of the Club by the President and one (1) additional officer.

Article IX: Checks and drafts

Checks and drafts drawn on the club account maybe signed by the treasurer or other officers as may be designated by the President. Expenditures greater than \$250.00 require approval by a simple majority vote of the BOD.

Article X: Ammendment

All by-laws of the Club may be altered, amended, or added to by a two-thirds (2/3) majority of the Voting Members in good standing of the Club present and voting at any regular or special meeting held in conformity with the by-laws, provided that notices of the proposed changes or amendments have been distributed accordingly to the membership prior to such a meeting.