

OLYMPIA GYMNASTICS BOOSTER CLUB, INC, BYLAWS
OGBC BYLAWS – May 15, 2023

I. **Name**

- A. The name of the 501(C)(3) non-profit organization shall be Olympia Gymnastics Booster Club, Inc.

II. **Purpose For Which The Organization is Organized**

- A. The purpose for which Olympia Gymnastics Booster Club, Inc. (hereinafter referred to as OGBC) has been organized is to promote and help support competitive amateur gymnastics. OGBC has established two objectives for the fulfillment of its purpose:

1. Promotion of amateur competitive gymnastics
 - a. To promote the physical, mental, and moral development of members who participate in competitive gymnastics activities;
 - b. To encourage, assist, and support the development of a gymnastics program which shall include pre-team, exhibition, and competitive gymnastics opportunities for participant members;
 - c. To encourage and assist in the development of a sense of fair play, honesty, fair competition, and true sportsmanship on the part of each participant;
 - d. To provide an effective and efficient means of communication between OGBC members and the community, teams, and gymnastics members.
2. Aid and support of the OGA competitive gymnastics program
 - a. Generate funds to:
 - i. Help protect athletes and their families from the high costs associated with travel to distant competitions.
 - ii. Pay costs associated with competitive teams, specifically:
 - OGBC operating expenses
 - Coaches USAG membership fees
 - OGA coaches' travel to meets, clinics, and rules meetings associated with the gymnastics program
 - OGA Coach's compensation during meets and clinics
 - Meet and clinic entry fees as designated by OGA.
 - Gymnasts travel to Development Program Level 10 National Championship
 - Gym fees

- b. Promote an atmosphere of congeniality and unity in the support of the competitive goals.
- c. Host and sponsor competitive gymnastic meets, clinics, and similar functions.

III. **Membership**

A. Membership Responsibility

1. Every family of a competitive gymnast(s) (pre-team and up) at Olympia Gymnastics Academy is required to pay the designated dues and fees each year, as scheduled, to help defray the cost of OGBC operating and program expenses.
2. Parents of competitive levels, to be determined each year by Olympia Gymnastics Academy, are required to participate in OGBC sponsored activities.
3. Parents of non-competitive levels, to be determined each year by Olympia Gymnastics Academy, are not required, but are invited and encouraged to participate in the OGBC sponsored activities.
4. Parents will be responsible for their gymnast's USAG fee(s) and/or renewal, directly to USAG.

B. Classes of Membership

1. Voting members. The parent(s) of an Olympia Gymnastics Academy team member shall be a voting member(s) of the OGBC and is (are) entitled to one vote per family on all matters put to the vote before the General Membership.
2. Non-Voting Members. All other individuals, families, or organizations who wish to participate in the activities sponsored by the OGBC shall be non-voting members.

C. Membership shall be made available to any individual, family, or organization who wishes to participate in the activities sponsored by OGBC.

D. Annual membership in OGBC shall run from September 1st through August 31st of the succeeding year.

E. In order for a gymnast to compete, the family membership of any participant must be in good standing. "Good standing" shall mean that all financial obligations towards OGBC have been paid and there are no infractions of the rules by the participant.

IV. **Governing Board**

A. Power - The government of the OGBC shall be vested in the Governing Board. The Governing Board shall have the power to initiate and enforce the Bylaws and the Operating Rules and Procedures of OGBC.

- B. Board size - The Governing Board shall consist of nine (9) to twelve (12) persons elected from the voting membership and in special circumstances from the non-voting membership. The positions on the Governing Board shall consist of:
1. Officers:
 - a. President with up to 100% waiver of annual booster dues based on one gymnast.
 - b. Vice President with up to 100% waiver of annual booster dues based on one gymnast.
 - c. Secretary with up to 100% waiver of annual booster dues based on one gymnast.
 - d. Treasurer with up to 100% waiver of annual booster dues based on one gymnast.
 - e. Assistant Treasurer with up to 100% waiver of annual booster dues based on one gymnast.
 2. Leaders of the following Standing Committees:
 - a. Information and Electronic Media with up to 100% waiver of annual booster dues based on one gymnast.
 - b. Social Coordinator with up to 100% waiver of annual booster dues based on one gymnast.
 - c. Social Media Coordinator with up to 100% waiver of annual booster dues based on one gymnast.
 - d. Trustees with up to 100% waiver of annual booster dues based on one gymnast. The corporation shall operate with up to three (3) Trustees, to be designated by the board. The Trustees shall have the responsibilities and authority designated by the board.
 - e. Special Committee with up to 100% waiver of annual booster dues based on one gymnast.
 3. Liaison from Olympia Gymnastics Academy, Inc. [OGA]. This shall be a non-voting Governing Board position who attends OGBC monthly meetings on a regular basis.
- C. Upon occasion it may be that a Board member may hold more than one position so that OGBC can be advantaged by certain skill sets and experience and to reduce the cost of granting dues waivers.
- D. Upon occasion it may be that more than one Board member is from the same family so that OGBC can be advantaged by certain skill sets and experience. If applicable, the family will only benefit from dues waiver for up to two gymnasts.
- E. Term - The term of each member of the Governing Board shall be from July 1st through June 30th of the succeeding year except for the position of Treasurer, which shall run from August 1st through July 31st of the succeeding year.

- F. Meetings - The Governing Board shall hold monthly meetings at such time and place as determined by the Board. The Board may hold special meetings upon forty-eight (48) hours' notice from the President. Any member absent from three (3) consecutive regular meetings may be removed from the Board upon a majority vote of the remaining Board members. All meetings of the Governing Board shall be open to all members of OGBC.
- G. Quorum - The Quorum of the Governing Board shall consist of one half (1/2) of the total Governing Board members plus one (1). A majority of all members present at any meeting thereof shall be necessary to affirm or reject any action taken by it.
- H. Nominations - The Nominating Committee consisting of the Board President, or Vice President, who will act as Chairman of the committee, and at least two voting members selected by the Board, shall solicit candidates for the Board positions to be filled. Selected candidates must be a parent of an Olympia Gymnastics Academy team member and will be entitled to vote on all matters put to a vote before the General Membership. Nominations will be made open to the entire membership electronically and all positions will be at large each year. At least fourteen (14) days shall be allocated for the nomination process. Only parents of current OGA competitive gymnasts may be considered for Board positions.
- I. Balloting & Voting - At least seven (7) days prior to the start of voting, Board shall send notice of the ballot with the slate of nominated candidates for full term Board positions. If more than one candidate nominated for a position, electronic voting shall be required. If required, voting period shall remain open for at least 14 days.
- J. Reserved
- K. Vacancies - In the event a Board member terminates his/her position on the Board prior to the end of his/her term or their membership is not in good standing (See III. E); and has not been cleared, the Board shall appoint an individual to fill the position until the next election. The OGBC dues waiver granted will be pro-rated for time served, and the remaining amount of the waiver will be requested from the terminated Board member.
- L. Continuance of Position - An individual may not hold the same position on the Governing Board more than five (5) consecutive years. In the event that positions are left unfilled then the OGBC board may solicit permission from OGBC membership to extend the 5-year rule.

V. **Committees**

- A. The following Standing Committee leaders shall report directly to the Governing Board and the Chairpersons of each shall be members of the Governing Board.
 - 1. Social Committee
 - 2. Social Media Committee
 - 3. Information and Electronic Media Committee
 - 4. Special Committee Chair

- B. The Chairperson of each Standing Committee shall be responsible for selection of other members of such committee as needed and for oversight of all matters assigned to such committee by the Governing Board.
- C. The Governing Board may from time to time organize and maintain such special committees as it may deem appropriate for the pursuit of corporate business. Chairpersons of such special committees shall report directly to the Governing Board but shall not be members of the Governing Board.
- D. The Chairperson of the Standing Committee shall assume the responsibilities for the annual term commencing July 1st of each year.

VI. **Management of the Corporation**

- A. The business affairs of the Corporation shall be managed by its Officers. The Officer positions shall be as follows:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Assistant Treasurer
- B. President
 1. Shall preside over all General Membership meetings, Governing Board meetings, and any Special General Membership meetings.
 2. Shall be responsible for upholding the purposes of the Olympia Gymnastics Booster Club and the enforcement of the Bylaws and the Operating Rules and Procedures of the Club.
 3. Shall determine the date and site of regular and special meetings.
 4. Shall be a member of all committees' ex-officio.
 5. Shall prepare a written agenda for each and every Governing Board meeting.
 6. Shall be responsible for the planning and execution of the Athlete Warrior Challenge (AWC) meet and any other Olympia Gymnastics Booster Club sponsored meets.
- C. Vice President(s)
 1. Shall be responsible to assist the President in his/her duties.
 2. Shall preside over any meetings and carry out other duties of the President in his/her absence.
 3. Shall assume the office of the President in the event the President can no longer serve in that capacity.
 4. Shall serve as assistant of the President in coordinating all the Corporation's activities.

5. Shall be responsible for the planning and execution of the Athlete Warrior Challenge (AWC) meet and any other Olympia Gymnastics Booster Club sponsored meets.

D. Secretary

1. Shall keep a roster of all members, including necessary contact information for all such members.
2. Shall keep a record of attendance at all Governing Board meetings.
3. Shall keep a record of the Minutes of all Governing Board meetings.
4. Shall make copies of all Amendments, General Membership Meeting Minutes and Governing Board Meeting Minutes and make them available to the membership.
5. Shall post a copy of all Minutes of the General Membership and Governing Board meetings to the membership and distribute copies to the Governing Board.
6. Shall keep a current copy of the Bylaws and Operating rules and Procedures.
7. Shall be responsible for posting notice for upcoming meetings.
8. Shall be responsible for making and distributing travel cards for all gymnasts.
9. Shall be responsible for the planning and execution of the Athlete Warrior Challenge (AWC) meet and any other Olympia Gymnastics Booster Club sponsored meets.

D. Treasurer

1. Shall keep an accurate account of all business transactions of the Corporation, including collection and recording of all receipts and disbursement of funds in furtherance of the corporate objectives.
2. Shall give a Treasurer's Report at each regularly scheduled Governing Board meeting and General Membership meeting.
3. Shall be responsible for all federal, state, and local governmental filings (i.e., tax returns and annual reports.)
4. Shall keep a current copy of the Articles of Incorporation and Determination of Tax-Exempt Status.
5. Shall be responsible for the planning and execution of the Athlete Warrior Challenge (AWC) meet and any other Olympia Gymnastics Booster Club sponsored meets

E. Assistant Treasurer

1. Shall be responsible for assisting the Treasurer in his/her duties.
2. Shall keep an accurate account of all monies deposited into OGBC accounts.

3. Shall be responsible for the planning and execution of the Athlete Warrior Challenge (AWC) meet as well as any other Olympia Gymnastic Booster Club sponsored meets.

VII. **Frequency of General Membership Meetings**

- A. The members of the Governing Board shall meet at least once annually (more if necessary) with the General Membership of OGBC. The meeting shall be held in July or August. This meeting shall be for the purpose of reporting to the General Membership the status of activities, finances and other business matters. At such meeting, the membership will have the opportunity to question any member of the Governing Board on any matters pertaining to the business of the Olympia Gymnastics Booster Club.
- B. Meeting shall be held with not less than fourteen (14) days' notice to the General Membership. Notice shall be deemed complete with a record of electronic communication sent to the OGBC membership.
- C. Officers of OGBC shall cause to be reported to the General Membership, at least annually, a financial report of OGBC's activity. This can be done by posting information at OGA and or by way of the general membership meeting.
- D. The Secretary shall, within five (5) days following approval by the Governing Board of the Meeting Minutes make available to the General Membership said Meeting Minutes.
- E. Special meetings may be scheduled by the President with not less than seven (7) days' notice to the General Membership. Notice of such Special Meeting shall be deemed complete with a posting of the notice at OGA, clearly labeled "Notice of Special General Membership Meeting of the Olympia Gymnastics Booster Club, Inc." as well as a distribution to each gymnast of a notice of such meeting.

VIII. **Voting Procedures**

- A. Quorum is needed for official business transactions. A notice will be sent to voting members with a list of items that will be presented at the meeting. A quorum will be reached by proxy votes and by those present at the meeting. All such members shall be entitled to vote provided that [family] membership of any participant is in good standing.
- B. Officers and members of the Governing Board shall be elected one time per year with elections being held in May or June.
- C. Additions and changes to the Operating Rules and Procedures shall be decided upon by a majority vote of the General Membership present at a General Membership meeting.
- D. Bylaws may be amended by two-thirds (2/3) vote of the Governing Board, previous written notice given of the proposed amendment. Votes requesting changes to the Bylaws must have the President and the Treasurer present. No changes shall be made to the Bylaws that would violate Federal Income Tax Sections 501(c)(3) of the Internal Revenue Code.

IX. **Fiscal Year**

- A. The fiscal year of OGBC shall be September 1st through August 31st of the succeeding year.

X. **Dissolution Of This Organization**

- A. Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Revised 05/15/2023 – Dave Cafagna, Special Committee Chairperson