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**CLUB**  
**NUMBER 38006**



**2019-2020**

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## **Bylaws**

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Adopted by the Board of Directors - Date: 6-8-20

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Arlington Community Athletic Association

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## BYLAWS 2019-2020

### ARTICLE I – NAME AND LOCATION

- A. The Club should be known as Arlington Community Athletic Optimist Club an affiliate of Optimist International; hereafter known as the ACA Optimist Club, ACAO, or the Club.
- B. The ACA Optimist shall maintain its headquarters at PO BOX 170489, Arlington TX 76003

### ARTICLE II – MISSION AND PURPOSE

- A. **Mission:** By providing hope and positive vision through the members of the Club, this Club will bring out the best in kids, our members and the community. This Optimist Club shall make it its goal to achieve, at the minimum, Honor Club status for Club performance and operations.
- B. **Purpose:** To develop optimism as a philosophy of life utilizing the tenets of the Optimist Creed; to promote an active interest in good government and civic affairs; to inspire respect for the law; to promote patriotism and work for international accord and friendship among all people; to aid and encourage the development of youth, in the belief that the giving of one's self in service to others will advance the well-being of humankind, community life and the world.
- C. **Official Creed:** The Official Creed of Optimist International shall be the Optimist Creed stated as follows:

#### *Promise Yourself:*

- To be so strong that nothing can disturb your peace of mind. To talk health, happiness and prosperity to every person you meet.
- To make all your friends feel that there is something in them.
- To look on the sunny side of everything and make your optimism come true. To think only the best, to work only for the best and to expect only the best.
- To be just as enthusiastic about the success of others as you are about your own.
- To forget the mistakes of the past and press on to the greater achievements of the future.
- To wear a cheerful countenance at all times and give every living creature you meet a smile.
- To give so much time to the improvement of yourself that you have no time to criticize others.
- To be too large for worry, too noble for anger, too strong for fear and too happy to permit the presence of trouble.

### Article III – Membership

- A. **General Membership:** Membership in this Club shall represent adults, who are persons in good character, from the business, social and cultural life of the community. No individual shall be allowed membership or maintain membership if convicted of any crime against a child or persons under the age of 18 or any individual convicted of a felony. (See Chart 1) Membership in Optimist Clubs shall be classified as active and may be further classified as reserve membership, college membership, or life membership. **All membership shall be held by individuals and shall not be transferable.** As to a person who has ceased being a member of enrollment with the Club after completion of a tour of duty, such member shall be reinstated without the requirement to pay any processing fee to Optimist International. **Individuals having executive or supervisory control or authority such as Coaches, Assistant Coaches, referees, and other participants managing club projects are required to be paid members of the Club to receive benefits of the Club, including liability insurance protection. Any Contracted person(s) or entity(s) is not subject to this provision.**
- B. **College Member:** Any Member in a post-secondary educational institution who is enrolled as a full time student may be classified as a College Member. A College Member shall pay annual dues as set forth in these bylaws and shall have the same rights and privileges as any Member of a Club.

A member shall be regarded in good standing if not more than 30 (thirty) days in arrears in payment of any indebtedness or dues, not convicted of a felony, or not committed a crime related to anyone age 18 or younger.

#### ARTICLE IV – ADMISSION TO MEMBERSHIP

Members shall be admitted to the Club in the following manner.

- A. **Proposed Membership:** Proposals for membership shall be submitted to the Secretary in the form and manner prescribed by the Club's Board of Directors and shall bear endorsement of two or more references of good people in good standing in the community.
- B. **Board of Director(s) Membership Approval:** The Secretary shall immediately refer all such proposals to the Board of Directors for investigation and recommendation and request a vote.
- C. **Membership Acceptance:** Upon favorable action by the Board of Directors, the Secretary shall notify the proposed member and will immediately forward the new member's name, address and processing fee to Optimist International in the prescribed form and manner. Upon notification the Treasurer shall collect all dues and fees prescribed by these Bylaws upon receipt.
- D. **Background Checks:** All applicants will adhere to an annual background check.
- E. **Membership Denial:** Secretary must notify member, in writing, of denial and reasons for denial.

#### ARTICLE V - PROBATION AND TERMINATION OF MEMBERSHIP

- A. **Member Resignation:** A member may resign from the Club at any time, without a refund of the annual dues.
- B. **Probation of a Member:** The Board of Directors may vote to place any member on probation for any infraction of Club rules.
- C. **Member Not in Good Standing:** Any member who is two (2) or more months in arrears in the payment of dues or fees to the Club may be suspended from membership. He or she will be provided written notice by the Secretary. Upon payment of arrears within 30 days of said notice, the member's suspension shall end automatically. If such member has not paid within said 30 days, his membership shall automatically be terminated and the Secretary shall so notify him of that termination.
- D. **Unbecoming of an Optimist:** Any member charged with conduct unbecoming an Optimist or with any act prejudicial to the best interests of the Club or Optimist International, and against whom such charges are sustained after opportunity to appear before the Club's Board of Directors in his or her own defense, may be expelled from membership, at the discretion of the Club's Board of Directors. Upon such action by the Board of Directors, the Secretary shall immediately notify the member in writing, of said action. Upon failure of the club board of directors to take action, any individual charged with conduct unbecoming of an optimist member, may be subject to suspension and/or termination after an investigation and/or adjudication by the Optimist International Board of Directors and after an opportunity to be heard. Said member shall receive a final notice of determination from the Optimist International Board of Directors. Such notice by the Board of Directors shall be given by certified mail and any other delivery method available. Upon failure of the club board of directors to take action, any individual charged with conduct unbecoming of an optimist members,
- E. **Notify Optimist International:** In case of the resignation or expulsion of any member, the Secretary shall immediately notify Optimist International and all members of the Club of such action.
- F. **Forfeit of Property:** Any member whose membership in the Club has been terminated for any reason shall forfeit all interest in any funds or property of the Club and all rights to the use of the Optimist name, emblem, or other insignia. All Property and/or funds should be returned to any board member within 48 hours of termination.

- G. **Member Reinstatement:** If a member of the Board of Directors tenders their resignation they must wait one (1) calendar year before returning to the Board either by election or appointment; this does not include a leave of absence that has been pre-approved by the Board of Directors.
- H. **Termination Confirmation:** It shall be the prerogative of the Board of Directors to confirm any termination of membership on behalf of the Club.
- I. **Felony Conviction:** Any member who becomes convicted of a felony, or commits any action against a child age 18 or younger, as defined in Chart 1, may be expelled from membership, at the discretion of the Club's Board of Directors. Upon such action by the Board of Directors, the Secretary shall immediately notify the member in writing, of said action.
- J. **Termination Notification:** If a membership is terminated, the Secretary shall send in writing a letter of confirmation to the terminated member.

## **ARTICLE VI – DIRECTORS**

### **A. Board of Directors**

1. **The Board of Directors shall have such minimum number of members as may be required from time to time by any applicable federal, state or provincial legislation governing not for profit corporations or organizations. There shall be a Board of Directors which shall consist of the 9 (Nine) officers of the Club and no more than 6 (six) elected members, unless approved by the Board of Directors.**
2. Directors of the club are defined as:
  - a) **Assistant Cheer Director:** The Assistant Cheer Director shall assist the Vice President of Cheer with all cheer duties, and perform any other duties as directed by the BOD.
  - b) **Assistant Football Director:** The Assistant Football Director shall assist the Vice President of Football with all football duties, and perform any other duties as directed by the BOD.
  - c) **Equipment Director:** The Equipment Director shall be responsible for securing, maintaining, and keeping an inventory of all necessary equipment and uniforms for the ACAOO, issuing equipment to players, collecting equipment from Head Coaches at end of season, maintaining the field during the playing season, appointing and organizing volunteers to assist in maintaining the fields, and shall have other powers and perform other duties as may be prescribed by the Board of Directors.
  - d) **Rules Chairman Director:** The Rules Chairman shall receive rule violations from Parents, notify the Board of any such rule violations, enforce the rules of the ACAO, and direct the course of action for inappropriate behavior at any and all ACAO games or functions. Act as USA Football Commissioner to enroll and organize coaches in Heads Up Program.
  - e) **Team/Parent Director:** The Team/Parent Director shall be responsible for ensuring that parents are notified of Board decisions, upcoming parent meetings, or any other matter which may concern the Parents. The Team/Parent Director shall coordinate with parents and recruit Parents to become the Team Mom or Team Dad.
  - f) **Concession Director:** The Concession Director shall perform all duties regarding Concessions including the set up and tear down of gate tables at all games, startup monies for gate and concessions, catalog and deposit monies to ACAO Treasurer, schedule gate workers and general oversight of concession stand, including inventory, stocking, etc. as well as other duties assign by the BOD. Position is subject to contract with 3<sup>rd</sup> party vendor.
  - g) **Directors-At-Large (2):** These two directors shall consist of NEW Board members who wish to work with all other directors in learning the workings of the club. These members can serve a one year term only.

3. **Directors shall serve for a period of 1 (one) year or until their successors are duly qualified and elected every year. In the event of a directorship becoming vacant for any reason, such vacancy shall be filled by the Board of Directors, and the appointee shall serve for the duration of the term of the individual being replaced.**
4. The Club's Board of Directors shall meet at least once each month on a regular day to be determined at the beginning of each administrative year or at the call of the President. Any 2 (two) members of the Board of Directors may call a meeting providing a 3 (three) day notice has been given to all Board members.
  - a. A majority of the Board of Directors shall constitute a quorum for the transaction of business and 2/3 vote of those present shall be necessary to give effect to any action of the Board.
  - b. No business other than stated on the agenda for a special meeting may be discussed.
5. Any member of the Board of Directors who had 2 (two) unexcused absences from regular Board meetings in 1 (one) year of service will risk forfeiture of the office with the approval of the Board of Directors. Members shall be notified accordingly, excused absences will include death in the family, communicable illness, illness of a minor child, hospitalization or work emergency or other absences pre-approved by the Board. All other absences will be classified as unexcused.
6. No member of the Executive Board may hold more than 1 (one) office, ~~or chair a committee.~~
7. In the event the President cannot fulfill their elected and/or appointed term of office, then the President Elect shall assume the position of President. At which time the, President Elect will remain vacant until a special election can be held to nominate and elect a new President Elect/~~Executive Vice President.~~
8. Members must be a dues paying member of an Optimist Club (1) year prior to election of the position.

#### **ARTICLE VII – OFFICERS**

**Officers:** The elected officers of this Club shall be the President, President Elect, Vice President-Membership Registration, Vice President for Events, the Vice President for Cheer, and the Vice President- Football, & Parliamentarian. The appointed officers of this Club shall be the Secretary, and Treasurer (who are appointed by the President and will have voting rights).

Members must have served a minimum of (1) year on the ACA Executive Board.

1. **President:** The Presiding Officer (the actual title may be President, Chair, or other as determined by the Club's Board of Directors) shall serve as the executive officer of the Club,
  - A. Preside at all meetings of the membership and the Board of Directors.
  - B. Be an ex-officio member of all committees.
  - C. Exercise general supervision over Club affairs and perform such other duties as are ordinarily incumbent upon a Presiding Officer
  - D. Shall represent the Club in all relations with Optimist International and the District and perform a like function in their behalf in relation to the Club. The Presiding Officer shall attend all duly called District meetings or, in the case of absence for good reason, provide for the Club's representation by an accredited representative.
  - E. Schedule and hold Officers of the ACA Optimist meetings.
  - F. Attend and lead all scheduled meetings and ACAO events.
  - G. Keep a close working relationship with all Directors and members.
  - H. Must have served on the Executive Board for a minimum of (1) year prior to the election of President.
2. **President-Elect:** The President-Elect shall be shown in around October 1<sup>st</sup> in accordance with Optimist International and assume the office of the President on the first day of the January in the calendar year next following this election. The term of the office shall be one year, and is will work closely with the President during the scheduled football season.

- A. Responsible to Attend and all scheduled Board of Director meetings and ACAO events.
  - B. Keep a close working relationship with all Directors and members.
  - C. Must have served on the Board of Directors for a minimum of 2 years prior to the election of President-Elect.
  - D. Responsible for overseeing the activities of the Secretary, Treasurer, and Bylaws/Parliamentarian.
  - E. Must have served on the Executive Board for a minimum of (1) year prior to the election of President.
3. **Secretary:** The Secretary shall keep and maintain the minutes of all meetings of the Board of Directors, business meetings and all records of membership, attendance and service to the Club, in the form and manner prescribed by the Board of Directors. The Secretary shall also prepare and file all reports required by Optimist International, District administration and generally perform such duties as are ordinarily incumbent upon a Secretary.
- A. Appointed by the President and approved by the Board of Directors.
  - B. Maintain Club records and take minutes at all meetings,
  - C. Attend all Board of Director meetings and ACAO meetings,
  - D. Collect and distribute mail,
  - E. Serve on the Nomination Committee,
  - F. Chair the Rules Committee,
  - G. Notify members of acceptance or denial of membership.
  - H. Prepare and maintain a notebook for the office that lists of the responsibilities, notes, forms, and correspondence related to the office.
  - I. Prepare and file all reports required by Optimist International, District administration and generally perform such duties as are ordinarily incumbent upon a Secretary.
4. **Treasurer:** The Treasurer shall keep and maintain all records of fees, dues and monies collected and disbursed. Submit regular financial statements in the form, manner and frequency prescribed by the Board of Directors, prepare an annual statement for the annual meeting of the Club and generally perform such duties as are ordinarily incumbent upon a Treasurer.
- A. Appointed by the President and approved by the Board of Directors.
  - B. Deposit, Log and account for monies that are received in a timely manner (noting two signatories will be required when counting funds,)
  - C. Disburse funds as designated by the Board of Directors,
  - D. Provide monthly statements at the Board meeting and keep all financial records. Monthly Statements include Recap of Monthly Sources/Uses of Cash, Ending balance of all cash accounts, and a Monthly and Yearly Financial Statement including revenue, expenses and compared to budgeted amounts,
  - E. Make financial statements available to all member in attendance at the required meetings.
  - F. Attend all Board of Director meetings and ACAO meetings.
  - G. Insure that all paperwork and dues are collected and sent to Optimist International at the appropriate time.
  - H. Will chair the Budget, Scholarship, and Finance Committees and be a member of the Nomination Committee.
  - I. Collect and audit all team financial statements,
  - J. Prepare the annual Form 990 tax return, approve by the Officers and Board of Directors and submit by February 15th of each year.



- K. Prepare and maintain a notebook for the office that lists of the responsibilities, notes, forms, and correspondence related to the office.

**5. Vice President for Membership**

- A. Responsible for recruitment, may establish a Recruitment committee that is chaired by another member and reports to the VP for Membership.
- B. Responsible for all registration activities
  - 1. Assigning participants to teams,
  - 2. Coordinate all signups and registration,
  - 3. Receive registration monies, catalogue and deposit such monies to ACAO Treasurer,
- C. Organize and assist with coordinating player draft,
- D. Serves as Chair of the Nomination Committee.

**6. Vice President for Communication**

- A. Responsible for Social Media communications, may establish a committee that is chaired by another member and reports to the VP for Communication
- B. Responsible for the Newsletter, may establish a committee that is chaired by another member and reports to the VP for Communication.
- C. Responsible for maintenance of the website, may establish a committee that is chaired by another member and reports to the VP for Communication.
- D. Responsible for tracking and recognizing Birthdays for members.
- E. Responsible for coordinating Club T-Shirt activities
- F. Responsible for Sponsorship Communication Opportunities for the Club

**7. Vice President for Events**

- A. Responsible to conduct Cheer Competition, may establish a committee that is chaired by another member and reports to the VP for Events.
- B. Responsible to conduct the end of year Football Championship Game, may establish a committee that is chaired by another member and reports to the VP for Events.
- C. Responsible for coordinating sponsorships focused on specific events, may establish a committee that is chaired by another member and reports to the VP for Events.
- D. Responsible for conducting cheer and football clinics, may establish a committee that is chaired by another member and reports to the VP for Events.
- E. Responsible for conducting the ACAO Season Kickoff, may establish a committee that is chaired by another member and reports to the VP for Events.

**8. Vice President for Cheer**

- A. Serves as the first point of contact for Sponsors and the Board of Directors,
- B. Manages Cheer Sponsors/Coaches,
- C. Responsible for Sponsor Orientation,
- D. Coordinates scheduling clinics, workshops & competition with Directors and committee chairs,
- E. Serves on Scholarship Committees,
- F. Coordinates with the VP of Football and VP of Communication to:
  - 1. Establish team rosters for the season,
  - 2. Annual Combine, Meet the Team, Playoffs, Anyathon, fundraisers & Playoffs
  - 3. Assists in Media releases in coordination with the President.

4. Provide the club with game-day information such as locations or inclimate weather plans,
5. Other duties as necessary.

#### **9. Vice President for Football**

- A. Serves as the first point of contact for Sponsors and the Board of Directors,
- B. Manages Football Coaches, and Chairs Football committee,
- C. Responsible for conducting training for member Coaches,
- D. Responsible for recording and maintaining the Coaches Point System,
- E. Coordinates with the VP of Football and VP of Communication to:
  1. provide the club with game-day information such as locations or inclimate weather plans,
  2. Establish team rosters for the season,
  3. Annual Combine, Meet the Team, Playoffs, Anyathon, fundraisers & Playoffs
  4. Assists in Media releases in coordination with the President.
  5. Other duties as necessary.

#### **10. Bylaws/Parliamentarian**

- A. Serves as the parliamentarian for all official meetings,
- B. Chair the Annual By-laws Meeting,
- C. **Retains and submits copies of the Club Bylaws in accordance with Optimist International directives.**

- A. **Votes Excluded:** All officers will have the right to vote excluding the President who will only vote when a tie occurs; with the exception of committee meetings where the President shall be allowed to vote.
- B. **Chain of Command:** The Officers of the ACA Optimist shall have control and management of the Club's activities, determine all policies, elect and discipline members and generally supervise the affairs of the Club.

### **ARTICLE VIII – ELECTION PROCEDURE**

**A. Procedure:** The election of Club Officers and Directors should be completed not later than April 30. Separate balloting shall be conducted for each office. Where there is only one nominee for an office, the President/Chair shall request a unanimous ballot for the nominee. A majority of the votes cast shall be required to elect. In the case of directors, if the number of nominees exceeds the number of vacancies, the required number receiving the highest number of votes shall be declared elected.

**1. Nomination Committee:** The Nominations Committee Chairperson will be the Vice President for Membership. The committee shall consist of the chairperson, the Club Secretary, and 4 non-Board members.

**2. Good Standing:** All nominations must be members in good standing as confirmed by the Secretary and Treasurer no later than March 15<sup>th</sup>

**3. Notice of Annual Election:** ACA Optimist Club shall issue and cause to be communicated to each member Club and official call for the annual election at least fourteen (14) days prior to the date thereof, in which notice the time of the hold of the said annual election shall be set forth.

**4. Notification:** Nominees shall be notified by the Nominating Committee for their acceptance or declination by 3 weeks prior to April meeting Date via electronic communication.

**5. Number of Votes:** During the April/May general meeting (May 10<sup>th</sup> deadline) at which the election is conducted, the President shall read the notices as issued by the Nominating Chairperson. The Chairperson then proceeds to conduct the annual election. Where there is only 1 (one) nominee for

an office, the Chairperson shall request a majority vote ballot for the nominee. A majority of the votes cast shall be required to elect. The Nominating Committee will count all ballots, with the exception of any office they may be nominated for.

**6. Number of Votes:** Voting shall be by individuals and no person may cast more than one vote. Proxies will not be recognized.

**B. General Provisions:**

1. Nothing in this article shall be construed as precluding nominations from the floor.
2. All officers will be installed around October 1<sup>st</sup> of the year of election, in accordance with Optimist International mandated Fiscal year, and will work with the current years Board of Directors. The Annual year for serving the term will be from January 1<sup>st</sup> thru December 31<sup>st</sup> to coincide with football season.
3. The preceding Board of Directors is to stay in assistance until December 31<sup>st</sup>, with no decision making ability.
4. The Secretary shall report the results of all elections and appointments of Club Officers to Optimist International and the District **by the May 10<sup>th</sup> deadline.**

**ARTICLE IX – MEETINGS**

**A. Regular Meetings:** Regular meetings of the Club shall be at such time and place as may be determined by the Board of Directors. Each meeting will be determined prior to the first Board meeting for that calendar year.

**B. Special Meetings:** Special meetings may be called by the Presiding Officer, or by the Secretary upon receipt of a written request signed by at least five (5) members in good standing. Every member shall be notified in writing at least three days in advance of the special meeting and advised what business will be considered.

**C. Quorum:** One-third (1/3) of the members in good standing shall constitute a quorum at any regular, special or annual meeting of the Club.

**D. BOD Meetings:** Regular scheduled Board of Directors meeting are open to the general membership. The Executive Board reserves the right to call a closed door executive session regarding matters of confidentiality or privacy. An individual may request to speak at the Board meeting, if she/he has notified the Secretary or President before the meeting so they can be put on the agenda. They will be given a 15 (fifteen) minute time limit to speak. Board minutes will be made available for general membership.

**E. Robert's Rules of Order:** The current edition of Robert's Rules of Order (or Code Morin for French-speaking Clubs) shall govern all deliberations of this Club organization and its Board of Directors except as otherwise provided in these Bylaws.

**ARTICLE X – REVENUE**

**Membership:** Each member of the Club shall not be required to pay an additional membership fee.

**Annual dues:** Members shall pay yearly dues of \$80.00 member, payable in advance.

The Board of Directors will consider reduction of dues on members who fall under an Optimist International incentive program which specifically waives District dues such as Teachers Incentive Program, 30 For 30 and Friends of Optimists.

**(Note: Membership dues may be voluntary as administrative costs may be offset by fundraisers, grants or business sponsorships.)**

1. A member shall be regarded in good standing if not more than 30 (thirty) days in arrears in payment of any indebtedness or dues, not convicted of a felony, or not committed a crime related to anyone age 18 or younger.
2. The Board of Directors may plan or recommend the raising or accumulations of revenue from sources other than those stated in this Article.

3. All funds, to which the public or members have contributed for the specific purpose of financing charitable, educational, or civic activities of the Club, shall be used solely for those purposes and separate records of such funds shall be maintained.
4. **The fiscal year of the Club shall be from October 1 of each year until September 30 of the following year.**
5. The Executive Committee of the Board of Directors shall arrange for an annual audit by the Audit Committee. The Financial Committee will consist of the President, President Elect, Secretary, Treasurer, of the ACAO. The audit committee shall consist of members not also members of the Board of Directors. No member of the Financial Committee will be allowed to be on the Audit Committee.
6. The Club's annual tax return will be prepared by February 1<sup>st</sup> by the Treasurer or other designated member and presented to the Club's Board of Directors for approval at the March Board meeting.
7. All Club monies shall be used for the sole purpose of the Club. At NO time should the Club account be used for personal business. The Treasurer will refund NO monies without a receipt for the amount of issue.
8. All monies collected should be logged and accounted for in a timely manner.

#### **ARTICLE XI – COMMITTEES**

1. The Board of Directors shall determine the number and purpose of all special and standing committees required to achieve the purposes of this Club.
2. A Bylaws Committee and Policies & Guidelines Committee shall be formed in February of each year. The Secretary shall be the Chairperson and the Committee shall be opened to all members in good standing. At the conclusion of the Bylaws and Policies & Guidelines Committee Meeting, there will be a final vote of said Committee members to accept the proposed Bylaws, policies and guideline and presented to the Board. The Board of Directors will vote to approve the Bylaws. The approved Bylaws will then be presented to the general membership at the next general meeting and voted on.

#### **ARTICLE XII – MISCELLANEOUS**

In recognition of the benefits and services available to this Club and its members through its affiliation with Optimist International, this Club shall exercise its rights and privileges of participation in the government and activities of Optimist International. This Club shall provide for its proper representation at all meetings and conventions of Optimist International and the District. It shall provide for such representation when preparing the annual budget.

1. **Any member or individual may act as an agent of an Optimist Club only upon prior written approval granting such agency by the clubs Board of Directors.**
2. **Any person elected to membership in this Club shall be deemed to have accepted these bylaws and the Bylaws of Optimist International, and shall be bound by them in all respects as if he or she had been a member at the time of their adoption.**
3. **The Board of Directors shall provide for the prompt payment of all dues and other obligations to Optimist International and to the District, and shall require the prompt completion and submission of all reports required by Optimist International and the District.**
4. Members, Officers, sponsors/co-sponsors and coaches may not be paid (financially rewarded) or compensated for their responsibilities in the Club's youth programs by the Club.
5. Vendors supplying direct/indirect materials and services to the Club's youth programs may be Club members but with limited privileges. They may not vote and/or lobby for matters either associated with their types of business or services or use their influence in any way to affect other member's rights to their freedom of choice or discretion.
6. Privacy/Records/Club Business - Club records, documents, and participant information is for the private and strict use to conduct the Club business and programs. These items and information are the property of the Club and may not be distributed outside the Club.

7. Advertisements and announcements of businesses, services, and other organizations are allowed but will be accompanied by a disclaimer that they are without the Club's endorsement.
8. While attending any project, meeting, social event, or other gathering that is conducted for the benefit of the youth in attendance, adults are expected to refrain from consumption of alcoholic beverages, tobacco, e-cigarettes, and marijuana products during any portion of the event.
9. If the club carries any form of club liability insurance, it must add Optimist International as an additional insured to the policy. Should the Club not name Optimist International as an additional insured, the club shall hold Optimist International harmless from any liability and the club shall reimburse Optimist International for any and all reasonable attorney fees, court costs, and losses sustained by Optimist International.
10. These Bylaws shall be reviewed annually.

#### ARTICLE XIII- NOT FOR PROFIT ORGANIZATION

This Club is organized and shall operate as a not-for-profit organization and shall be incorporated within the state/provincial/ national statutes as such. The Club is organized and to adopt shall operate exclusively for charitable and educational purposes set forth in Section 501(c)(4) of the Internal Revenue Code of 1986, as now in effect on or as may be amended (the "Code"), including, but not limited to, developing Optimism as a philosophy of life, utilizing the tenets of the Optimist Creed; to promote an active interest in good government and civic affairs; to inspire respect for the law; to promote patriotism and work for international accord and friendship among all people; to aid and encourage the development of youth, in the belief that the giving of one's self in service to others will advance the wellbeing of humankind, community life and the world.

#### ARTICLE XIV - AMENDMENTS

- A. The Board of Directors, in conformity with the Constitution and Bylaws of Optimist International, may adopt any amendment to these Bylaws by a two-thirds (2/3) vote of the Board of Directors present at any meeting, provide written notice of the proposed amendments and date of such meeting shall have been given to the members at least two (2) weeks prior thereto.
- B. All amendments to these Bylaws must be submitted to Optimist International for approval.

#### ARTICLE XVI - DISSOLUTION

After delinquent dues are paid to Optimist International, clubs with any remaining assets are encouraged to contribute them to Optimist International, the Optimist International Foundation, the Canadian Children's Optimist Foundation, another Optimist club, or another not-for-profit organization. If disposition of the Club assets is completed within 120 days after the effective date of dissolution, the assets of the Club shall be distributed to Optimist International or Optimist International Foundation.

*In Witness thereof:* List officers

Shay Collins - President  
Kelly Ham - Past President  
Christie Bray - Secretary  
Glenda White - Treasurer  
Mike Mills - VP of Football  
Megan Ross - VP of Cheer  
Susan Mills - VP of Events  
Natalie Brigance - VP of Membership/Sponsorship  
Patsy Garner - Bylaws/Parliamentarian (Absent)

Please sign below and fax to Optimist International (314) 371-6006.

Name of Club: ARLINGTON COMMUNITY ATHLETICS OPTIMIST CLUB

Date last changed: April 5, 2018

\_\_\_\_\_Shay Collins\_\_\_\_\_  
(President) Approved Stephanie Monahan  
(for Optimist International)

\_\_\_\_\_Christie Bray\_\_\_\_\_  
(Secretary) Date Approved 6-22-2020  
(by Optimist International)

Date Revised by Committee: May 8, 2020



Date Approved by Board: June 8, 2020