

CONSTITUTION AND BYLAWS OF
The First Baptist School Hurricane Association
OR
The Hurricane Association

Article I

Name:

- This organization shall be known as "The First Baptist School Hurricane Association", also known as the "The Hurricane Association."
- (Note: For the purpose of this document, the school will be referred to as First Baptist School ("FBS") and the Hurricane Association ("HA" or the "Association")

Headquarters:

- The location of the headquarters shall be 48 Meeting Street in Charleston, South Carolina.

Insignia:

- The HA Board of Directors and School officials of FBS shall determine the official insignia of the Association.

Article II

Purpose:

- The purpose of the Association shall be to promote, encourage and enhance the ideals of sportsmanship and competitive spirit in the First Baptist School athletic programs and to provide moral and financial support for all of the school's athletic programs and activities.
- The FBS provides a governance, leadership, and organizational structure that promotes its mission. This Constitution and Bylaws ensure that the Head of School allocates and aligns the human, institutional, financial, and physical resources in support of the vision, mission, and beliefs of the FBS. The Head of School shall have responsibility for expenditure of all funds raised in the name of the school by the HA/ the Association and all other funds associated with FBS, as well as any and all other related organizations of students, parents, alumni, and/or supporters of FBS.
- This shall be a non-profit association. Financial support requests will be reviewed on an individual basis by the Board of Directors.

Bylaws:

- The by-laws shall be presented to and approved by the members of the HA.
- Such by-laws may be amended after written notice of the proposed changes is provided to all members of the HA and approved by two-thirds of the voting

members present at a meeting called for the purpose of amending the Constitution and Bylaws.

- All activities of the HA shall be in accordance with the First Baptist School Auxiliary Organization Spending Policy (the “Spending Policy”) adopted by the First Baptist School Board of Directors on December 12, 2022, which are hereby incorporated herein.

Dissolution:

- In the event of the dissolution of the HA, all remaining assets of HA after payment of any and all debts shall be turned over or distributed to FBS and utilized in accordance with the Spending Policy.

Article III

Membership:

- Membership in HA is open to all students, parents and guardians of students and alumni of FBS, the faculty and administration, and other persons interested in promoting the purpose of HA. Students will be recognized as non-voting members.

Membership Dues:

- Annual dues for membership in the HA will be assessed and approved by the Board of Directors of HA and notice shall be provided to the school.
- Dues will be payable at, or prior to, the Fall General Membership Meeting.
- No student, parent, or guardian of a student shall be barred from attending a meeting of HA or from expressing their views because of non-payment of the prescribed dues.

Membership voting privileges:

- Only those persons with paid up-to-date dues will be eligible to vote on matters of the HA. (Note: The Secretary of HA will maintain a list of current paid members of HA to be present at all called meetings.)

Article IV

Governing Body:

- The Governing Body of HA shall be an eleven-member Board of Directors composed of elected and appointed members.
- The President, Vice-President, Secretary, and Treasurer of the Board shall be elected by majority vote of HA membership present at the Spring General Meeting.
- The Board of Directors will appoint five members at-large.

Term of Office:

- Officers shall be elected to a two-year term of office.

Election:

- At the Spring (Annual) General Meeting of the HA, the nominations for officers of the Board of Directors shall be submitted by the outgoing Board of HA, Ex-Officio Board members, and any nominations received from the floor prior to the vote of the general membership.

President:

- As Chief Executive Officer of the Association, this position shall supervise the Association's affairs and activities and shall preside at all called meetings.

Vice-President:

- As Vice-President of the Association, this position shall, in the absence of the President, supervise the Association's affairs and activities and shall preside at all called meetings.
- Will assist the President on projects and committee activities, membership, finance, public relations, etc.

Secretary:

- Shall give notice of all regular meetings.
- Shall take minutes of all meetings and be prepared to present them at future meetings.
- Shall be responsible for the preparation and distribution of all written communications of the Association.
- Shall render an annual report of the affairs of the Association to membership.
- Shall maintain a current list of all members in good standing and have this list at all called meetings for voting purposes.

Treasurer:

- Shall receive and account for all funds collected by the Association.
- Shall turn in all funds received by the Association to the FBS Business Office the

- next business day.
- Shall disburse all funds upon direction of the President and/or the Board of Directors of HA.
- Shall render a written report in detail of the financial condition of the Association and at any other time as directed.
- Shall oversee the official financial records of the Association's annual internal audit.

Student Board Members:

- A designated student representative or representatives shall also be invited to attend all Board meetings as non-voting members.
- Student representation will be determined by the Head of School.

Ex-Officio Board Members:

- The FBS Head of School and Athletic Director shall be invited to attend all Board meetings as ex-officio members.
- By approving this document, the FBS Head of School and Athletic Director show their support for this Association and the Constitution and Bylaws that govern the HA.

Voting Privileges:

- In matters under consideration by the Board of Directors, only the Vice-President, Secretary, Treasurer, the five at-large members, and ex-officio members shall have voting privileges.
- The President shall act as moderator and shall not vote except to break a tie.

Article V

Fundraising Activities:

- The Governing Body will approve and manage any fundraising activities.
- The Governing Body may appoint committees of Association members to organize, plan and conduct specific fundraising activities after approval of the activity by the Board.
- Funds raised by HA are intended to supplement athletic department funds currently available from all other sources.
- All proceeds from Association fundraising activities will be used exclusively to support and enhance FBS athletic programs and activities.

Disbursement of Funds:

- Requests for funds will be accepted by the Athletic Director or his/her appointee.
- Fund requests should specify the merchandise or service desired, cost, justification, and date needed.
- Monetary requests may be required to provide additional information as necessary for informed consideration.
- Funds will be disbursed by approval of a simple majority of the Board of Directors.

Accounting of Funds:

- The accounting of all funds will be the responsibility of the Treasurer of HA.
- A Treasurer's report will be given at each Board meeting.
- An annual Treasurer report will be provided to the FBS Board meeting in June and to the HA membership at the Fall General Membership Meeting.

Article VI

Meetings:

- The General Meetings will be held once each trimester to facilitate communications among the general membership of HA.
- The election for the next year's Board of Directors of HA will be held during the Spring General Meeting before the end of April.
- The Secretary will provide the meeting dates and times to all members of the HA.
- The Governing Body shall meet monthly or as necessary to conduct business. The President or a majority of the Board of Directors may call meetings at any time via email.

Article VII

Committees:

- The Board of Directors shall determine the standing committees and special committees that are proper and necessary to accomplish the objectives and purposes of the Association.

Article VIII

Quorum:

- Sixty-six and two-thirds present (66 2/3%) of the membership of the Board shall constitute a quorum, and a majority of those present shall rule.
- If a member is absent from three (3) meetings without acceptable reason, the Board of Directors may take action to have such member removed from the Board.
- If any Officer on the Executive Committee is absent more than 50% of Executive Committee meetings (unexcused) they shall be removed from office by the Board.

Amendments:

- These by-laws may be amended after written notice of proposed changes is provided to all members and approved by two-thirds (2/3) of voting members present at a meeting called for the purpose of amending the Constitution and Bylaws.

Revised and approved March 2023