

Gymnast Name: _____

LemPossible Parent Team Organization Bylaws

(August 26, 2019)

Mission:

The LemPossible Parent Team is a non-profit organization formed to promote and support the competitive activities of the LemPossible Gymnastics & Cheer competitive gymnastics team. The parent team's primary purpose is to collect and disburse money required for the competitive activities of the LemPossible Gymnastics & Cheer competitive gymnastics team and to conduct meets involving the LemPossible Gymnastics & Cheer team members under the sanction of USAG or other sanctioning bodies.

Additional purposes include the promotion of the sport of gymnastics to the community, modeling good sportsmanship, participation in community service and providing support for further competition as far as the talents of the gymnast will permit.

Location:

The LemPossible Gymnastics team trains at LemPossible Gymnastics & Cheer in High Point, North Carolina.

Parent Membership:

Membership in the organization shall consist of the parents/guardians or other adults who are financially responsible for the children who are members of the LemPossible Gymnastics & Cheer gymnastics team. Membership is contingent upon participation in fund raising events and home gymnastics meets. Returning members may carry over remaining funds in their account to the new season.

Board of Directors Membership Requirements:

Board members must have a child currently participating on the competitive gymnastics team at LemPossible Gymnastics & Cheer.

Board members must have a child that has been on the LemPossible Gymnastics & Cheer competitive gymnastics team for a minimum of one year to hold a membership position on the board.

Only one family member is eligible to be on the board of directors, however, exceptions apply. One such exception is if there are no other eligible parents meeting the one-year requirement or eligible parents wish not to hold positions on the board. In this case it would be acceptable to have more than one parent from a household on the board of directors. Board members are

required to attend all meetings, including parent team meetings, board of directors' meetings, meet planning meetings, and other meetings deemed necessary.

Terms of Office:

Officers will serve a one-year term, with elections of officers held at the August meeting. Officers may serve consecutive terms. An officer who has completed his/her term in each position may then be elected to serve in a different capacity (meaning if the president's term is over but he/she wants to be the secretary, then that is permissible).

The gymnastics year will run from September 1 to August 30. Elections for officers will be held in August. Newly elected officers will assume responsibility of their roles on September 1.

Elected Officers and Duties:

The elected officers of the LemPossible Parent Team shall include the following: President, Vice President, Treasurer, Secretary, and Fundraising Coordinator. The Meet Director is a LemPossible staff member/coach and therefore is not an elected position.

President: The President shall schedule and preside over all general meetings of the LemPossible Gymnastics Parent Team. It will be the President's responsibility to prepare an agenda and see to it's posting at least one week in advance of general meetings. The President will act as a liaison between the LemPossible Parent Team and LemPossible Gymnastics & Cheer. The President will also oversee all sign-ups for fundraisers.

Vice President: The Vice President will perform the duties of the President or the Secretary in the event of their absence at LemPossible Parent Team meetings. The Vice President is also responsible for assisting LemPossible Gymnastics & Cheer staff in planning and preparing for the Year End Banquet.

Secretary: The Secretary will attend and record the proceedings and any voting issues of the general meetings of the LemPossible Parent Team. Minutes and vote counts of said meetings are to be published for public viewing within two weeks of the meeting. The Secretary will also record the proceedings of the Board of Directors meetings. The Secretary will maintain a LemPossible Parent Team binder to be kept available for public perusal.

Treasurer: The Treasurer's duties include maintaining the administrative custody of funds and securities of the LemPossible Parent Team and keeping an accurate account of receipts and disbursements of funds belonging to the LemPossible Parent Team; preparing a list on the disbursement of funds, taking proper receipts and preparing a financial statement of the LemPossible Parent Team to discuss at monthly LemPossible Parent Team meetings; tracking and reporting actual LemPossible Parent Team expenditures on a monthly basis; and providing account statements on individual accounts to each member family upon request.

Fundraising Coordinator: The Fundraising Coordinator is responsible for coordinating and managing fundraising events throughout the year. Examples include, but are not limited to, the Buy It Again Leo Sale, attraction guidebooks, car washes, and merchandise sales.

Meet Director: The Meet Director's duties include being responsible for all aspects of running a home meet at LemPossible Gymnastics & Cheer: coordinating with other gyms regarding their participation at our meet(s), coordinating with USAG and LemPossible Gymnastics & Cheer and any other sanctioning bodies regarding the scheduling of the home meet(s), coordinating with other members of the organization regarding the running of the meet such as: meet handouts, schedules, awards, set-up/signup, food, decorations, and hotels and preparing reports as required by the sanctioning bodies.

Fundraisers:

In order to receive profits from fundraisers, at least one parent from the family must participate in the fundraiser. No exceptions (board members included).

Funds raised will be divided up between the girls evenly. Even if two parents help in one fundraising event, profits will be split the same among the gymnasts.

In the event a family has two or more gymnasts on the competitive team, two or more adult family members must participate in the fundraiser for each gymnast to receive funds. Otherwise proceeds will be split among each gymnast.

To receive profit from the fundraiser, a parent (and child if deemed necessary) is required to be present start to finish (unless the event is split into time slots).

The LemPossible Parent Team will remain respectful of the opinions/wishes of LemPossible Gymnastics & Cheer staff regarding fundraisers and events. It is the discretion of LemPossible Gymnastics & Cheer staff to decline permission for a fundraiser or event they feel is not appropriate or does not represent LemPossible Gymnastics & Cheer in a positive manner.

The Board will determine which fundraising activities will be pursued. It is the board's desire to only participate in fundraisers that provide the best benefit to the participating members.

Funds Raised:

The funds from fundraisers can only go towards meet fees. Funds may not be used for monthly tuition, tumbling classes, private lessons, warm up clothes or practice/competition leotards.

Disbursement of funds will be handled by the Treasurer under the direction of the Board. Funds will be split as evenly as possible, while considering the amount of effort put forth by each participating family.

In the event of a regional or national meet, LemPossible Gymnastics & Cheer gives members the option of using funds for hotel expenses. Hotel expenses must be paid by the parent and funds will be reimbursed by the Treasurer after the meet. A receipt must be turned into the Treasurer within fourteen days of the hotel stay. Only funds occurred prior to the meet may be used. For example: Your account balance prior to the meet is \$90. Your hotel receipt is \$300. You will only be reimbursed \$90.

If a regional or national meet is added on the schedule during the meet season, you may get reimbursed for the meet fee within sixty days of paying the meet fee.

If a gymnast decides to leave the team, funds in the departing gymnast's account will be held in escrow for 90 days. Funds in the departing gymnast's account that were derived from fundraising and/or donations may not be transferred or reimbursed and will default to the LemPossible Parent Team general fund after 90 days. The fundraising funds may be transferred to a gymnast's sibling who is also a member of the LemPossible Competitive Gymnastics Team.

The LemPossible Parent Team general fund will always maintain a minimum balance of \$200. This money will be reserved to cover start-up costs associated with fundraisers, events and meets hosted at LemPossible Gymnastics & Cheer. If the balance falls below \$200, profits from the next fundraiser will go towards meeting the \$200 balance before funds are divided up between participants.

Funds may also be raised to help in the aid of equipment purchase for the gym. The staff of LemPossible Gymnastics & Cheer will give opinions to the Board of Directors on what equipment is needed. The Board of Directors will present wishes to the parent board and fundraising can be discussed on applying funds for equipment.

Home Meet Information:

All meets held at LemPossible Gymnastics & Cheer will require work and effort from all team member parents. This will include meetings leading up to the home meet. This also includes purchasing food/drink items for concessions and judges/coaches' room, set up of gym for the meet and breakdown of gym after the meet. If a parent chooses not to participate in the meet, full payment of the meet fee is required and expected, as well as the full buyout amount (\$100). Both the meet fee and the buyout fee are paid to LemPossible Gymnastics & Cheer. More detailed information will be provided in preparation for the next home meet.

Gymnast Name (print)

Date

Parent Name (print)

Parent Signature