

CONSTITUTION AND BYLAWS
for the
ATHENS ROCK LOBSTERS BOOSTER CLUB

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Article I: General

Section 1: Name

The name of this club shall be the Athens Rock Lobsters Booster Club, Inc

Section 2: Purpose

The Athens Rock Lobsters Booster Club (hereinafter referred to as the “Club”) is a not-for-profit, social organization formed to provide fellowship and recreational opportunities for its members, centered around their shared interest in supporting the Athens Rock Lobsters Hockey Team (hereinafter referred to as the “Team”). The Club also seeks to promote enjoyment of the sport of ice hockey within the Athens, Georgia, community.

The Club is organized exclusively as a social club within the meaning of Section 501(c)(7) of the Internal Revenue Code. Its activities are directed primarily toward the pleasure, recreation, and common benefit of its members.

Article II: Membership

Section 1: Application for Membership

Application for regular membership in the Club shall be made in writing, by email, or in person, along with one year's dues. The period of membership covered by one year's dues will run from June 1st through May 31st of the following year, regardless of when the member joins the Club during this period. All applications will be processed by the Membership Committee. All new members will be on a one-year probationary period and must complete a new member orientation meeting before participating in any club-sponsored activities. New member orientation meetings are held by board members after the monthly club meetings. All memberships received and approved after March 1st will be grandfathered for the following year's membership.

Section 2: Membership Types

There are three types of membership available in the Club: Individual, Family, Honorary, and Corporate.

Individual Membership: Those individuals approved for membership may qualify for an Individual Membership. Since Individual Memberships entitle the individual to all the rights and privileges of membership, including but not limited to voting, the right to vote, and the right to hold office, these memberships are open to persons, as defined above, age 18 and older. Married couples may apply for individual memberships so long as they understand that, in doing so, their participation and volunteer work for club functions count towards the individual member and not as a family unit.

Family Membership: Those approved for membership may qualify for Family Membership. Family Memberships entitle the primary member to all the rights and privileges of the Individual Membership, as described above, as well as the ability to add his/her spouse, domestic partner, and/or child(ren), up to the age of 18. Child(ren) over the age of 18 may be allowed to remain under an individual's Family Membership so long as (a) they physically reside at the same address, (b) are financially dependent upon the primary member, and (c) are active within the Club.

Honorary Membership: Honorary Memberships are available for those people interested in supporting the Club who are affiliated with the Athens Rock Lobsters Hockey Team, its future affiliates. Honorary Memberships will be subject to the same application process as Individual Memberships and approved by a majority vote of the Board of Directors.

Honorary Memberships will not be able to vote, will not have any voting rights, and will not have the right to hold office.

Corporate Membership: There may come a time when there is a need and a desire to accept corporate memberships to the club. Should a deal be reached between the president of the club and a corporation, the club will admit the corporate members under the following conditions:

- a) The corporation designates one primary representative to serve as its voting representative. This member will have the same rights and responsibilities as any other individual member.
- b) Any services rendered by the club in exchange for the corporate membership dues are compliant with applicable non-profit laws, including IRC 501(a) and 501(c)(7).
- c) The dues collected by the club from the corporate member serve to benefit the club's members and mission in compliance with IRC 501(c)(7).

Section 4: Membership Dues

The amount of dues shall be voted on at the May meeting of each year and passed by a majority vote of all those in attendance at that meeting. As of September 2025, membership dues for the year are as follows:

- a) Individual Membership: \$25.00
- b) Family Membership: \$35.00
 - i) Additional dependents: \$5.00
- c) Honorary Membership: Complimentary
- d) Corporate Membership: Determined on a case basis by club officers.

All membership dues are due on or before June 1st of each year, with a 30-day grace period. All unpaid memberships will be considered surrendered as of July 1st unless prior arrangements have been made with the Club. Membership dues may be paid by cash or by Visa or MasterCard. All dues payments shall be collected by the Treasurer of the Club.

Article III: Officers

Section 1: Officer Positions

Club officers shall include a President, Vice President, Secretary, Treasurer, and Member-at-Large. Other officer positions may be established by a two-thirds majority vote of those in attendance at the meeting during which the new position is proposed. In case of a lack of available members for such positions, the Member-at-Large's position may remain open. Two positions may be combined, if necessary, except the President, Vice President, and Treasurer will be kept separate.

Section 2: Officer Duties

The activities and affairs of this organization shall be conducted and all Club powers exercised by or under the discretion of the Club officers. All Club activities and affairs are subject to the provisions of the laws of this state and any limitations in these Constitution and Bylaws. This also relates to action(s) required, permitted to be taken, or approved by the members, if any, of this organization.

The duties of the Club officers are as follows:

President: The President shall serve as the Club's primary spokesperson and shall act as the Club's primary representative at public functions. He or she shall also serve as the Club's liaison for the Athens Rock Lobsters Hockey Team and shall be the primary contact for the team owners, administration, and coaching staff. The President shall also serve as the liaison to the FPHL. In addition, the President shall preside over the Club's general meetings, officer meetings, committee meetings, and any other special meetings. The President is also responsible for club events, club membership, road trips, and any other activities deemed appropriate by a member majority vote.

Vice President: The Vice President shall assist the President in performing the President's duties, as described above, and shall execute the duties of the President in the President's absence. The Vice President shall also serve as the secondary contact for the team owners, administration, and coaching staff of the Athens Rock Lobster Hockey Team. The Vice President is responsible for supervising all Club fundraising activities, including but not limited to concessions. The Vice President is also responsible for coordinating transportation as requested by the Team and any other activities deemed appropriate by a member majority vote.

Secretary: The Secretary shall be responsible for recording the minutes at all Club meetings, Officer meetings, and all Committee Chairperson meetings. The Secretary shall also be responsible for organizing and maintaining all Club records, including minutes from the various meetings, copies of committee reports, and copies of the Club newsletter. In addition, he or she shall be responsible for the Club's general correspondence and shall maintain copies thereof. The Secretary is also responsible for coordinating volunteer members for the Club's table at the arena, road trip snacks, potluck dinners, as requested by the Team, and player scrapbooks.

Treasurer: The Treasurer shall maintain all financial records for the organization. He or she shall make deposits on behalf of the Club and shall retain custody of the Club's checks and other banking documents. The Treasurer will be the primary signer for all Club checks, and the Treasurer will be responsible for Club oversight, including but not limited to monitoring the Club's budget. In addition, he or she shall be responsible for reporting all required information to the Internal Revenue Service or other appropriate authorities.

Member-at-Large: The Member-at-Large shall be responsible for serving the Board of Directors and supporting the Board in its decisions. The Member-at-Large will represent the general membership of the club by acting as a club spokesperson for and to the Club's Board of Directors. Members, individually or as a group, are encouraged to meet with the Member-at-Large to discuss any concerns that may arise within the Club or the Club's membership. The Member-at-Large is responsible for general membership oversight, including, but not limited to, application processing, and member conduct. The Member-at-Large will also act as the interim committee head for any exploratory or newly formed operational committees until such time as a committee chairperson(s) is appointed. The Member-at-Large is responsible for club communications and any other club activities as delegated by the Board of Directors.

All Officers shall:

- a) Perform any and all duties imposed on them collectively and individually by law or by these Constitution and Bylaws.
- b) Supervise Committee Chairs.
- c) Meet at such times and places as required by these Constitution and Bylaws.

Section 3: Officer Elections

Officers shall be elected pursuant to the elections process outlined in these Constitution and Bylaws. Each officer shall hold office for a period of two (2) years and until a successor

is elected. There are no term limits for officer positions. The term of service will run from June 1 through May 31 every two years.

Section 4: Officer Eligibility

All Officer positions are open to individuals who:

- a) Have been a member of the Club for at least one full season (June through the following May).
- b) Have attended at least two-thirds ($\frac{2}{3}$) of regularly scheduled Club meetings during that period.
- c) Are members in good standing at the time of nomination.
- d) Are full season ticket holders with the Athens Rock Lobsters Team.
- e) Have no record of unlawful charges or convictions.

If a candidate has prior charges or convictions, their eligibility must be reviewed and approved by a majority of the Board before they may be nominated. If it is later discovered that an officer failed to disclose such matters, the Board may vote to remove the officer from their position and, if necessary, from membership in the Club.

Section 5: Officer Compensation

Officers shall serve without compensation. Officers shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their duties upon approval by the Club. Expense reimbursement requests must be filed on the approved Club form with the Treasurer.

Section 6: Officer Meetings

Officer meetings shall be held once a month, or as needed, on the Saturday prior to the general monthly Club meeting. Officer meetings will be conducted at such places as agreed upon in advance by the Officers.

Section 7: Officer Vacancies

A Vacancy of a Club Officer position shall exist:

- a) On the death, resignation, or removal of any officer.
- b) Whenever the number of authorized officers is increased.

The remaining Officers will fulfill the vacant position's duties until a new Officer is elected. Vacancies may be filled by the election process outlined in these Constitution and Bylaws. A person elected to fill a vacancy shall hold that office until the next general Officer election or until his or her death, resignation, or removal.

Section 8: Officer Liabilities

Officers shall not be personally liable for the debts, liabilities, or other obligations of the Club.

Article IV: Management

Section 1: Club Management

The management of the Club shall be vested in the Club Officers. Officers may refer to Robert's Rules of Order, Newly Revised, in reference to procedures not covered by these Constitution and Bylaws.

Section 2: Management of Owned Property

Any property belonging to the Club shall not be loaned to any member of the Club without the consent of the officers and not for a period in excess of 5 days. The member borrowing the property must sign a receipt showing the cost and description of the item. It will be the responsibility of the members to replace any damaged or lost property.

Section 3: Committee Management

Each officer shall act as a "sponsor" for one or more standing committees, as delegated by the officers at the beginning of their term. Committee Chairs will oversee their committees as outlined in Article V of these Constitution and Bylaws. Each Committee Chair shall report on committee activities to his or her sponsoring officer before the monthly Officers Meeting. The Committee Chair should also approach his or her sponsoring officer with any questions, conflicts, or financial requests.

The sponsoring officer shall, in turn, represent his or her assigned committee(s) in Officer Meetings and in dealings with the management, coaches, and staff of the Athens Rock Lobsters Hockey Team.

Section 4: Team Management

The Club Officers shall have the sole authority within the Club to negotiate with the owners, coaches, and staff of the Athens Rock Lobsters Hockey Team regarding Club business. As per the team's request, committee chairs and general members of the Club shall not contact the franchise's owners, coaches, management, or players regarding Club business without prior specific authorization from Club Officers to act on the Club's behalf.

Committee chairs and general members of the Club will only be allowed to contact the owners, coaches, management, players, and players' families of the Athens Rock Lobsters

Hockey Team regarding Club business through the Club Officers within group messages or group emails.

No general member of the Club may conduct any activity involving any members of the Athens Rock lobsters Hockey Team (including but not limited to the players or their families) in the name of, or implying the name of, the Athens Rock Lobsters Booster Club unless this activity is officially sponsored by the Athens Rock Lobsters Booster Club through proper voting and arranging by the Club Officers.

No member of the Club, including both general members and Officers, may personally contact members or staff of the Athens Rock Lobsters Hockey Team at their homes or living spaces, via telephone, via text or direct messaging through social media implying Athens Rock Lobsters Booster Club involvement, unless on actual, official Athens Rock Lobsters Booster Club business can be only done by the group messaging either by text messaging or group email.

Section 5: Management of Club Merchandise

Any Club merchandise purchased by Club members or the general public must be claimed by the buyer prior to the end of the season in which the merchandise was purchased. The Club will make reasonable efforts to contact the purchasers and distribute the purchased merchandise, but it is ultimately the responsibility of the buyer to collect purchased items. Any items unclaimed by May 31st of the season in which they were originally purchased will become the property of the Club. Once merchandise becomes the property of the Club, the Club has the right to dispose of the property as it sees fit and is not obligated to reimburse the buyer for the unclaimed items.

The Club will not be responsible for any ensuing shipping and handling charges for items which require shipping. All shipping and handling charges will be the responsibility of the buyer.

At the end of each season, the Club will inventory any unsold merchandise and store it for the following season. Inventory records will be maintained by the Secretary.

Article V: Committees

Section 1: Formation of Committees

The Club shall establish by two-thirds (2/3) majority vote the number and types of committees necessary to effectively conduct Club business and to meet the Club's purpose. The Club Officers shall determine committee duties.

Section 2: Committee Chairpersons

The Club Officers shall appoint Committee Chairs, based on volunteer member availability. At the discretion of the Club Officers, a committee may be headed by co-chairs, or by a chair and vice chair.

Committee Chairs will hold their positions from June through the following May of each season. These positions will be automatically renewed each season unless vacated. Committee Chair positions will be vacated upon the death, resignation, or removal of the Committee Chair, or whenever the number of authorized Committees is increased.

Section 3: Responsibilities of Committee Chairpersons

Committee Chairs shall be responsible for planning and implementing all committee activities, pending the approval of the Officers and general membership. Committee Chairs shall provide their Officer-sponsors with a monthly report, either verbal or written, of the Committee's activities. Committee Chairs will also be responsible for forwarding their committee files and correspondence, including notes and monthly reports, to the Secretary of the Club.

Committee Chairs shall also:

- a) Perform any and all duties imposed on them collectively and individually by law or by these Constitution and Bylaws.
- b) Meet at such times and places as required by these Constitution and Bylaws.
- c) Conduct committee meetings following the procedures described in these Bylaws.

Section 4: Compensation for Committee Chairpersons

Committee chairpersons shall serve without compensation, and they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their duties, pending prior Officer approval. A majority of two-thirds (2/3) vote of the Club

membership present at the general monthly meeting must be obtained for reimbursement of expenses exceeding \$25.00.

All expenses should be discussed by the Committee Chair with their respective sponsoring Officer(s) prior to incurring such expenses. Failure to do so will result in loss of eligibility for reimbursement for the expenses incurred. Expense reimbursement requests must be filed on the approved Club form with the Treasurer.

Section 5: Committee Budgets

Prior to the Club's August meeting, each Committee Chairperson will submit a report to the Club Treasurer describing his or her committee's expenses for the past year. This is to aid the Officers and Committee Chairpersons with planning the Club budget for the upcoming year. If no budget is required, a report indicating as such will need to be submitted.

Section 6: Committee Meetings

Committee meetings shall be held once a month or as needed. These meetings will be held in a place suitably located, as best as possible, for all members of the Committee.

Section 7: Vacancies of Committee Chairs

Vacancies of Committee Chair positions shall exist:

- a) On the death, resignation or removal of any chair(s), and
- b) Whenever the number of authorized committees is increased.

Section 8: Committees

Club Committees shall include an Apartment Committee, Membership Committee, Potluck Committee, Scrapbook Committee, and a Transportation Committee. Special Committees shall include an Elections Committee and a Conduct Committee.

Other Committees may be established by a two-thirds (2/3) majority vote of those in attendance at the meeting during which the new Committee is proposed. In case of a lack of available chairpersons for such Committees, the Member-at-Large will act as interim Chairperson until another Chairperson is appointed. Two Committees may be combined, if necessary.

Section 9: Committee Duties

The activities and affairs of this organization's Committees shall be conducted by or under the discretion of the respective Committee's Chairperson(s). All Committee activities and affairs are subject to the provisions of the laws of this state and any limitations in these Constitution and Bylaws. This also relates to action(s) required, permitted to be taken or approved by the general membership and/or Officers of this organization.

The duties of the Club's Committees are as follows:

Apartment Committee: This Committee is responsible for preparing supplies for the Team apartments. These supplies include, but are not limited to bed linens, bath linens, cooking utensils, and cleaning supplies. The Committee is also responsible for ensuring all items distributed at the beginning of the playing season are in good working or usable order. Any items failing to pass minimum standards should be replaced, and the budget to replace such items voted on by a two-thirds (2/3) majority vote of the general membership in attendance at the meeting where the vote takes place. The Committee is also responsible for coordinating "laundry parties" to prepare linens for the upcoming playing season as well as conducting end-of-season inventories. This Committee is open to all general membership.

Membership Committee: This Committee is responsible for recruiting new members and orientation. The Membership Committee is responsible for conducting interviews with applicants and reporting any membership issues (including but not limited to new members or disciplinary matters) to their sponsoring Officer. Membership Committee will be the primary contact point for any member disciplinary matters and will be responsible for supervising any members on probationary status. This Committee is open to all members in good standing with at least one full year of service in the Club.

Potluck Committee: This Committee is responsible for organizing potluck dinners for the Team. On average, seven (7) potluck dinners will be held throughout the playing season and are open to all owners, coaches, management, and players of the Athens Rock Lobsters Hockey Team. The Committee will determine the dinner "theme" and coordinate the sign-up sheets. The Club Officers will arrange the location and time with the Team and issue this information to the Committee Chairperson(s) for distribution to the Club. This Committee and its related activities are open to all general membership in good standing who are actively volunteering in other Club committees, meetings, or activities. Only members of the Athens Rock Lobsters Booster Club are allowed to participate in or attend potluck dinners, unless prior approval is given by the Officers of the Club. Any approval given by the

Officers for a non-Club member to attend a potluck dinner will be for that specific event only and will not apply to any future events without express permission from the Officers. All members attending a dinner sponsored by the Potluck Committee must contribute to the function by either providing a dish to share or providing financial support.

Scrapbook Committee: This Committee is responsible for organizing and creating end-of-season mementos for the players and their families. This Committee will assign scrapbooks based on the number of Committee members and the number of players on the official player roster for the Team. The Scrapbook Committee will also determine how to assign scrapbooks based on changes in the official player roster for the Team. The Committee will coordinate and supervise any “scrapbook parties” for the purpose of assisting Committee members with completion of their scrapbooks. The Committee will, along with their sponsoring Officer, coordinate and supervise the “scrapbook party” for the players at the end of the season. This committee is open to all general membership in good standing.

Transportation Committee: This Committee is responsible for assisting the Team with rides for players and/or their family members both to and from Atlanta’s Hartsfield Jackson International Airport. Committee members will be contacted about Team transportation needs via a phone tree system organized and maintained by the Committee Chairperson, and Team transportation needs will be distributed to members of the Committee based on a response system designated by the Committee Chairperson. The Committee Chairperson will communicate directly with the coaches and/or required owners, management or other staff regarding successful completion of any transportation requests given to the Transportation Committee by the Team, as necessary.

Committee members, with prior approval from the Club Officers, will be reimbursed for any expenses incurred as a direct result of participation in the Transportation Committee, with the exception of airport parking and mileage. This includes, but is not limited to, player meals. Personal meals will not be reimbursed.

This Committee, and its members, is also responsible for maintaining strict privacy with regard to Team information not yet distributed and/or released by the Team or the FPHL. Any violation of the confidentiality rules set by the Transportation Committee and this Constitution and Bylaws will result in immediate termination of membership from the Club. This Committee is open to all members in good standing with at least one full year of service in the Club.

Section 10: Special Committees Duties

The duties of the Special Committees are as follows:

Elections Committee: The Elections Committee shall be formed during the April meeting of the respective election year. This Committee will be comprised of three (3) members of the Club who are (a) not running for office, (b) unrelated to anyone running for office (either by blood or by marriage), (c) have been in service of the Club for at least one year and (d) are members in good standing. The Committee will have one Chairperson. The Elections Committee Chair will be responsible for organizing the Club election, organizing nominations for any Club Officer positions, distributing correspondence related to the Club's elections to all eligible members of the Club and overseeing the bi-annual elections for Club Officers. This Committee will be retained until the "Officers Elect" are installed at the June meeting of the same year.

Conduct Committee: This Committee shall be contained within the Membership Committee and formed to address any conduct issues or enforce any disciplinary actions against members of the Club in violation of the Club's Code of Conduct as defined in Article X of this Constitution and Bylaws. The Membership Committee Chairperson(s) will be the chair for the Conduct Committee unless he or she is the subject of the violation, at which time the Officers of the Club will appoint the Membership Committee member to chair the Conduct Committee.

Article VI: Club Meetings

Section 1: Club Meetings

The regular Club Meeting will be held on the first Monday of the month throughout the year unless agreed upon by the membership. Any action taken to change the meeting date, time, and/or location shall require a two-thirds (2/3) majority vote of all members present at the given meeting.

Section 2: Notice of Club Meetings

Written notice of place, date, and hour of all Club meetings will be provided by the Club's monthly newsletter and/or by email, and/or by social media site. All meetings shall be held on the date and at the place so designated in the notice unless extenuating circumstances prevent it.

Section 3: Special Meetings

Special meetings may be called by the Club Officers when necessary.

Section 4: Voting on Expenses

All expenses incurred exceeding \$25.00 must be approved by a two-thirds (2/3) majority vote of all members of the Club present at the meeting when such expenses are brought up for a vote. Recurring expenses will be discussed and voted on annually and/or as they adjust during the year.

Section 5: Quorum Requirement

This group will establish a quorum, which is the minimum number of members of the Athens Rock Lobsters Booster Club in attendance at the meeting necessary to conduct the business of the group. According to Robert's Rules of Order, the "requirement for a quorum is protection against totally unrepresentative action in the name of the body by an unduly small number of persons."

The Athens Rock Lobsters Booster Club shall have the majority of current Board Members present and 15% of the total Club membership at the meeting in order to establish a quorum. During June and July, the quorum is reduced to 10% of the total Club membership.

Section 6: Absence of Quorum

If the quorum is not reached at a Club meeting, no official club business will be conducted, no votes will be taken, no records of the meeting will be kept, and no Club minutes will need to be approved.

Article VII: Voting

Section 1: Majority Vote

A vote will be considered a majority vote if it is by at least two-thirds (2/3) of the a quorum unless otherwise noted. A majority vote of 2/3 will be required to make any changes to the members' rights and the bylaws.

Section 2: Collection of Votes

A majority of votes cast will be required for any regular business decisions, and the votes can either be tallied in person at a Club meeting or through email via absentee ballot when indicated.

Section 3: Voting Eligibility

Eligibility to vote in regular business decisions concerning the Club requires that the Member:

- a) be 18 years of age or older, and
- b) be a member in good standing
- c) be the primary voting member in a family membership

Members who do not meet the above criteria are ineligible to participate in the voting process. Votes by ineligible members of the Club will not be counted towards the required two-thirds (2/3) majority vote.

Article VIII: Club Records and Reports

Section 1: Meeting Minutes

The Secretary of the Club shall maintain minutes of all regular meetings and Committee Chairperson meetings.

Section 2: Committee Reports

Each Committee Chairperson shall submit a monthly report (either verbal or written, preferably written) detailing any committee activities to that committee's sponsoring Officer(s) and the Secretary, if not a sponsoring Officer of that Committee. Each Committee Chairperson shall also submit a report describing his or her committee's expenses for the past year prior to the Club's August meeting.

Section 3: Officer and Committee Records

Each Officer of the Club, and each Committee Chairperson, shall forward any paperwork and files related to his or her office or position to the Secretary of the Club. Each Officer and Committee Chairperson shall also forward copies of all official correspondence relating to his or her office or position. All Club correspondence, regardless of office or position, shall be retained on file with the Secretary of the Club.

Section 4: Accounting and Financial Records

The Treasurer of the Club shall maintain all Club accounting records and other financial documentation.

Section 5: Membership Records

Membership records will be maintained by the Secretary of the Club. These records will be kept in a file separate from all other Club records in order to protect the personal information of the general membership. Membership records, with the exception of records regarding violations of the Club's Code of Conduct, will be sealed from general membership and only handled and/or processed by an Officer of the Club or the Membership Committee.

Section 6: Club Records

Each and every member of the Club shall have the right to inspect, at any reasonable time, the above-mentioned minutes, records or books upon written demand to the Secretary, except where indicated as sealed. Requests for Club records shall be fulfilled within five (5) business days, with the exception of requests for records pertaining to violations of the Club's Code of Conduct.

Any request to inspect records, minutes or books regarding actions taken by the Officers of the Club and/or the Membership Committee involving member violations of the Club's Code of Conduct will be satisfied at the earliest of ten (10) business days or once the records, minutes or books have had any personally identifiable information regarding complainants redacted (deleted or removed). This redaction is to protect the identity of any Club member or non-Club related complainants. These redactions are in place to help promote an environment by which persons related or unrelated to the Club are made to feel safe filing formal complaints regarding members of the Club or its Officers. These redactions are also in an effort, but not guarantee, to help prevent any retaliatory actions by the complainant against complainants.

Article IX: Elections

Section 1: Elections of Club Officers

Election of Club Officers shall be held biannually (every two (2) years). Nominations will be accepted after the meeting in April until a date designated by the Elections Committee. Nominations will be voted on at the Club meeting in May. Officers will be installed in the meeting in June of that election year. Until such time, officers are to be “Officers Elect”.

Should the need arise, the Officers Elect can take over and complete the term prior to beginning their own term in June.

Officers shall be elected by majority vote of those present at the May meeting.

Section 2: Tie Votes

Tie votes shall be decided in a run-off election during the same May meeting.

Section 3: Ballots

Votes shall be cast by written ballots provided by the Elections Committee. Written ballots will be signed by the member casting the vote, and the ballots will only be collected and counted by the Elections Committee. There is only one ballot per family or individual membership. Ballots will be distributed at the start of the May meeting of the election year. All ballots shall be collected and counted, and the winners announced, prior to adjournment of the May meeting.

Online voting will take place prior to the annual May meeting in the event of an emergency preventing the annual May meeting from occurring. In this event, members in good standing will be sent a link from the Elections Committee to be completed prior to a date specified by the committee.

Section 4: Elections Committee

The Elections Committee shall be responsible for overseeing the election process for the Club. The Committee shall be responsible for protecting the integrity of the ballots prior to the election as well as during the collection and counting of the ballots. The Committee shall count the ballots and announce the distribution of votes at the May meeting.

Section 5: Election Results

After the election results have been announced, each and every eligible voting member shall have the right to inspect and count the ballots at any reasonable time, upon written demand to the Secretary, for a purpose reasonably related to such person's interest as a member. Such inspection shall take place in the presence of the Elections Committee Chairperson.

Section 6: Election Candidates

Candidates shall conduct a clean campaign that reflects positively on the Club. Any candidate whose behavior jeopardizes the positive reputation of the Club may be subject to review by the Conduct Committee, as outlined in Article X of this Constitution and Bylaws.

Section 7: Election Misconduct

Any improprieties or misconduct suspected during or in the election process shall be reviewed by the Conduct Committee, as outlined in Article X of this Constitution and Bylaws.

Section 8: Binding Elections

In the absence of demonstrable improprieties, all elections shall be binding.

Article X: Conduct

Section 1: Membership Cards & Club Badges

Each member in good standing shall receive a magnetic Club Badge upon payment of their annual membership dues for that year. The badge shall display the member's name as well as the club year during which the badge is effective. Each family member in a family membership will receive a magnetic Club Badge, and Club Badges should be worn at all Club functions. The Magnetic Club Badge identifies the wearer as a Club member and entitles the wearer to admittance to all Club functions. Any individual unable to produce proof of membership in the Club upon demand will be asked to remove themselves from that Club function. Proof of membership can be made by general members by either producing their magnetic Club Badge or by showing a paid dues receipt for that year, along with proper identification.

Each club member should wear their magnetic Club Badge to identify themselves to the general public and the Team as members of the Club. Club Badges for Officers of the Club will bear the name of the Officer as well as wording identifying them as a Club Officer. Any individual with a Club Badge who is placed on probation by the Membership Committee or dismissed by the Club will be required to forfeit their badge. Probationary members receiving reinstatement to the Club as members in good standing will have their magnetic Club Badge returned to them at the time of reinstatement. Any Club members who do not renew their membership shall voluntarily forfeit their Club Badge to a Board Officer at the end of the season.

Section 2: Insufficient Funds

Any checks or digital payments returned to the Club for insufficient funds will incur a \$50.00 processing fee. Failure to resolve incomplete payments within 30 days will result in the surrendering of membership

Section 3: General Actions or Behavior of Club Members

The actions of Club members at hockey games, Club functions, and/or when displaying paraphernalia identifying them as Club members, reflects on the Club itself. Each member's behavior can impact the Club's reputation, its support from the Community, its relationships with the Team and the FPHL, and ultimately the Club's success. Each

member agrees by virtue of membership to act as a good-will ambassador of the Club, and in doing so shall not act in a manner so unbecoming that it harms the Club's positive image, harms the image of the Team or the FPHL, or hinders the Club in achieving its purpose as stated in these Constitution and Bylaws.

Section 4: Abuse of Club Name or Privileges

No member shall abuse Club privileges or use the Club name for personal gain. This would include giving magnetic Club Badges to a non-member, misrepresenting one's authority to the Team or the community, and so on.

Section 5: Confidential Information

Club members are at times privy to personal information about players and staff or other information given by the front office. These are strictly confidential matters and should not be discussed outside of meetings, posted on message boards, or narrated to anyone not directly involved. Failure to keep this information confidential can result in immediate termination of membership in the Club.

Section 6: Sexual Harassment

The Athens Rock Lobsters Booster Club is committed to providing an environment for all of its members and their families, the owners, coaches, staff, and players of the Team, and any member of the general public participating in any Club-sponsored or sanctioned events that is free from sexual harassment. When the Officers of the Club and the Membership Committee determine an allegation of sexual harassment by a Club member is credible, prompt and appropriate action will be taken.

Sexual harassment is defined as unwelcome sexual advances, unwelcome actions or comments of a sexual nature, requests for sexual favors, or unwelcome verbal or physical contact that constitutes sexual harassment when:

- a) The unwelcome conduct reasonably interferes with a Club member's ability to perform any volunteer duties or the duties of the office or position they hold, or creates a hostile, intimidating, or abusive environment; or
- b) Club decision is made affecting that individual because the individual submitted to or rejected the unwelcome conduct.

Unwelcome actions, such as the following, are inappropriate and, depending upon the circumstances, may in and of themselves meet the definition of sexual harassment or contribute to the creation of a hostile environment:

- a) Sexual pranks, or repeated sexual teasing, jokes, or innuendo, whether in person, via email, or via the Club's social media accounts.
- b) Verbal abuse of a sexual nature.
- c) Touching or grabbing of a sexual nature.
- d) Repeatedly standing too close to, touching, or brushing up against a person.
- e) Repeatedly asking a person to socialize outside of the Club environment when the person has said no or has indicated he or she is not interested.
- f) Giving gifts or leaving objects that are sexually suggestive.
- g) Repeatedly making sexually suggestive gestures, whether verbal or physical.
- h) Making or posting sexually demeaning or offensive pictures, cartoons, or other materials to any members of the Club either by email, in person, or through the Club's social media accounts.
- i) Any unwelcome conduct outside of Club functions of a sexual nature that affects the environment of the Club.

A victim of sexual harassment can be a man or a woman. The victim can be of the same sex as the harasser. The harasser can be an Officer of the Club, Committee Chairperson, any member of the Club or a non-member of the Club who has a relationship with the Club. Any Club member who observes, is informed of, or reasonably suspects incidents of possible sexual harassment must immediately report such incidents to an Officer or the Club. The Club Officers, along with the Chairperson of the Membership Committee, will either initiate or oversee a prompt investigation. Failure to report such incidents to a Club Officer will be considered a violation of this policy and may result in disciplinary action.

Section 7: Member Conduct

The Club Officers, along with the Membership Committee, including the Conduct Committee, will review all reports of member violations of the Code of Conduct as defined by this Constitution and Bylaws and the following listed rules:

- a) Conduct yourself with decorum and politeness at all Athens Rock Lobsters Booster Club and Athens Rock Lobsters Hockey functions. This includes home games and away games, and includes treatment toward opposing teams' fans, players, coaches, staff, FPHL officials, whether on or off the ice.
- b) Follow the rules and regulations of the arenas in which we play.

- c) Members shall not engage in the possession, sale, or use of unlawful substances during Club operations
- d) Harassing of the Athens Rock Lobsters Hockey players, their families, or any visiting teams' players will not be tolerated. This includes stalking as defined by state statute, phone calls, emails, text messages, internet messages on Yahoo, AOL, Facebook, Twitter, also known as X or other similar social media platforms, letters, pictures, faxes, or internet abuse.
- e) There shall be no unwarranted or unwelcome contact between players or other Athens Rock Lobsters Booster Club members. Unwarranted contact shall include, but not be limited to, inappropriate contact with players, players' families, or significant others unless approved by the players, their families, or significant others. This includes any unwanted contact as described in these Constitution and Bylaws under Article X, Section 8, regarding sexual harassment.
- f) There shall be no unauthorized possession, distribution, or use of private phone, mobile phone numbers, home addresses, private email addresses, or personal possessions of any of the Athens Rock Lobsters Hockey Team players, coaches, owners, or staff members.
- g) No one under the age of 18 shall be permitted to attend any Club functions unless accompanied by a parent, legal guardian, or other family member who is an active Club member in good standing.
- h) Any attire displaying foul language, controversial political messages, showing support for an opposing team, or in any other way could be reasonably described as inappropriate, is prohibited during any and all Club functions.

Section 8: Boundary Playbook

In addition to the code of conduct outlined in the bylaws, a supplementary code of conduct called the Boundary Playbook may be issued. The Boundary Playbook is an agreement between the Club President, Team President, and Team Head Coach/GM that outlines specific procedures for interactions between booster club members, including officers, and team personnel. Changes to the Boundary Playbook may happen more frequently than an amendment to the bylaws. These changes are expected to be distributed to members in a timely manner and be easily accessible for reference. Violations of the Boundary Playbook carry the same penalties as violations of the code of conduct of the bylaws.

Section 9: Defense of Alleged Violation or Misconduct

Any allegations of member misconduct or violation of the Club's Code of Conduct as set forth in these Constitution and Bylaws in Article X will be investigated. The member charged with a violation(s) will be provided an opportunity for defense of the violation.

An individual will be considered to have refused an opportunity for defense by either failing to appear for a scheduled meeting with the Officers of the Club, the Membership Committee and/or the Conduct Committee or by refusal to speak on their own behalf during a pre-arranged meeting with the Officers of the Club, the Membership Committee and/or the Conduct Committee. Any member under investigation who refuses defense of the alleged violation or misconduct will constitute acceptance of the alleged violation or misconduct, and the appropriate actions will be taken immediately.

Section 10: Penalties

A member who has been found to be in violation of the code of conduct is subject to disciplinary action, which is to be issued by the conduct committee. Minor infractions should incur a penalty of suspension from club activities. Major infractions or repeating minor infractions should incur a penalty of forfeiture of membership and member dues.

Article XI: Conduct Committee

Section 1: Conduct Committee

A special Conduct Committee shall be established by the membership committee to review all grievances and conduct infractions. This Committee shall consist of all Officers and the current Chairperson of the Membership Committee. The only exception to this would be for cases directly involving an Officer of the Club or the Chairperson of the Membership Committee.

Section 2: Grievances

If any Club member has a grievance relating to Club business regarding any Officer, committee chair, other member, or Club function, that member shall bring it to the attention of one or more members of the Conduct Committee. This should be done confidentially and in writing.

Every grievance or rule violation shall be handled with extreme fairness to all parties involved. These matters shall be reviewed on a case-by-case basis and shall ultimately be resolved in the best interests of the Club.

A written grievance shall be investigated by the Conduct Committee. If valid grievance exists, fair warning shall be given. All proceedings shall be fully documented by the Secretary. If the problem cannot be resolved, membership rights may be revoked. If membership is revoked, the Membership Committee has the discretion to offer a full or partial refund of membership dues, or no refund.

Section 3: Conduct Investigations

The Conduct Committee shall investigate any complaints regarding members of the Club, or Club activities, brought by the Athens Rock Lobsters Hockey Team, any Club members or other community organizations. If a valid grievance exists pertaining to the welfare of the Club, the complaint shall be handled according to the procedures outlined in these Constitution and Bylaws.

Section 4: Conduct of Officers or Committee Chairpersons

If the misconduct involves a committee chair or an Officer as it relates to his or her duties, or if the committee or Officer has failed to adequately perform his or her duties, the Conduct Committee shall have the authority to petition the Board of Directors to remove such committee chair or Officer from his/her position.

Article XII: Dissolution

Section 1: Dissolution of the Club

The Athens Rock Lobsters Booster Club shall continue to exist until dissolved by a vote of two-thirds (2/3) of all members present at a Special Meeting called for the purpose, or by an act of law under Georgia Statutes for dissolution of a corporation. Written notice of the Special Meeting to consider dissolution shall be given to all current members at least thirty (30) days in advance of said meeting.

Upon dissolution, all remaining assets of the Athens Rock Lobsters Booster Club shall be transferred to its successor booster club or donated for the advancement of ice hockey in the metropolitan Athens, Georgia area. If professional hockey shall cease operations within the area, the current members, by a vote of a simple majority of all members present in a special called meeting for that purpose, may elect to continue the existence of the Athens Rock Lobsters Booster Club in anticipation of professional hockey returning to the area, or to adopt the purpose of advancing ice or roller hockey in general in the state of Georgia.

Article XIII: Bylaw Amendments

Section 1: Amendment Process

All Constitution and Bylaws amendments must be submitted in writing to the Officers of the Club for presentation to the members. This Constitution and Bylaws may be amended at a quarterly General Membership meeting in June, September, December or March of each year, or at any Special Meeting called for that purpose, provided notice of the proposed amendment is described in the call of the meeting and thirty (30) days written notice is given to the Club's current membership. The only Article that cannot be changed is Article XIV Banking.

Section 2: Proposal of Amendments

Any member may present a proposed amendment to the Constitution and Bylaws for consideration by the membership under the provisions of this Article. Automatic grammatical and correlation changes in these Constitution and Bylaws or amendments thereto, which in no way alter the intent of the respective Constitution and Bylaws or amendments thereto, shall be effective subject to the approval of the Officers.

Section 3: Adoption of Amendments

All Constitution and Bylaws amendments shall be adopted by a two-thirds (2/3) vote. Amendments to these Constitution and Bylaws shall take effect immediately upon adoption unless otherwise specified.

Article XIV: Banking and Financial Accounts

Section 1: Permanence of Article

This Article shall not be amended or repealed except in the event of Club dissolution. Upon dissolution, the Board shall follow the dissolution process set forth in these bylaws.

Section 2: Bank Selection

The Athens Rock Lobsters Booster Club shall maintain its banking account with the official bank sponsor of the Athens Rock Lobsters Hockey Club if that institution offers nonprofit-friendly services. If not, the Board may select an alternative financial institution that provides nonprofit-friendly services.

Section 3. Authorized Signatories

The Club banking account shall be maintained with the President and Treasurer listed as authorized signatories.

- a) All checks must bear the signatures of both the President and Treasurer in order to be valid and processed.
- b) No debit cards shall be issued on the Club's account.

Section 4. Credit Card Authority

If, in the future, the Club determines that the use of a credit card is necessary, such card may only be obtained upon unanimous approval of the Board of Directors. Use of the card shall be governed by the following provisions:

- a) The Treasurer and President shall be the only authorized users.
- b) Purchases must require the use of a credit card and be approved in advance by a simple majority of members present at a general meeting where a quorum is established.
- c) All credit card statements shall be subject to quarterly review by an independent audit or audit committee appointed by the Board.

Section 5: Change of Officers on Accounts

When a new President or Treasurer takes office, the financial accounts shall be updated promptly to reflect the change. This shall occur by one of the following methods:

- a) The outgoing and incoming President and/or Treasurer shall appear at the bank together, with the Secretary present as a witness; or
- b) If the outgoing officer(s) refuse or fail to appear, the incoming officer(s) may update the account with the Secretary present and with duly adopted minutes of the election meeting, certified by a notary public.

Article XV: Bonding and Insurance

Section 1: Bonding

When the total cash on hand, cash in the bank, and salable merchandise to which any Officer or member has access to the club exceeds one thousand dollars (\$1000.00), that position will be covered by a position schedule bond, procured at the expense of the Board, in the amount sufficient to provide adequate protection of assets.

Section 2: Positions to be Bonded

The positions to be bonded include the club President and Treasurer.

Section 3: Insurance

The club will obtain adequate insurance coverage as protection against public liability claims, and property damage claims arising from club activities, one or more of the club's members acting on its behalf, or the operation of any equipment, apparatus, or device under the control and responsibility of the club.

Article XVI: IRC 501(a) Exemption Provisions

Section 1: Provisions of IRC 501(a) Exemption

No substantial part of the activities of this Club shall be the carrying on of propaganda, otherwise attempting to influence legislation [except as otherwise provided by Section 501 (c) (7) of the Internal Revenue Code, and this organization shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to, any candidate.

Article XVII: Recognition of Adoption of Constitution and Bylaws

Date: _____

X

President

X

Secretary

X

Treasurer