Adopted: November 14, 2013

Amended: April 4, 2016

Amended: March 6, 2017

**ELITE HEAT CHEER, INC.**

**Article I – Name**

The name of this organization shall be “Elite Heat Cheer, Inc.”.

**Article II – Purposes**

The main purposes of the organization is to assist and support all athletes on the Elite Heat All-Star Cheer teams and their families and to encourage and develop good sportsmanship, team unity, and positive interactions among athletes, families, and the community as a whole.

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distribution to organizations that qualify as exempt organizations under section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Article III – Responsibilities**

The responsibilities of Elite Heat Cheer, Inc. may include but are not exclusive to:

1. Heat Cheer will organize and run the fundraisers for mandatory coaches’ fees & choreography .  Elite Heat All Stars will provide Elite Heat Cheer with a pre-determined amount required for coaches’ fees and choreography per athlete. Elite Heat Cheer will give the pre-determined amount to Elite Heat All Stars.  Any excess in monies raised will reside in the Elite Heat Cheer fund for the athletes and their families

2. Purchase uniforms/sneakers/warmup/practice gear.

3. Organizing and running fundraising opportunities to offset the costs associated with all-star cheerleading

4. Researching and organizing group travel arrangements and activities associated with travel competitions

5. Conduct community awareness and service projects

6. Act as a liaison between the parents and Elite Heat All-Stars

7. Team bonding activities

**Article IV – Membership**

The organization is open to any parent or guardian of an Elite Heat Cheerleader. All members in good standing have the right to vote and hold office. In order to be a member in good standing, you must be current with your tuition to Elite Heat All-Stars, paid-to-date for items collected by ~~Elite Heat Cheer, Inc~~. Elite Heat All-Stars (i.e. competition fees, uniforms, etc.) and have paid yearly membership dues. Annual membership dues shall be set at $15 per family and may be changed by simple majority vote of the current executive board. Annual membership dues shall be assessed the first day of the month in which Team Fees are assessed. The membership dues cover operating expenses such as shipping, copying, media materials and supplies to sustain the organization.

**Article V – Officers/Duties**

The officers will consist of the president, vice president, secretary and the treasurer. These officers will make up the executive board. In order to be on the executive board, you must be a member of the Elite Heat Cheer program for at least one full season. Half-Year parents are not eligible.

1. President – 2 year term (elected in even years)

a. Presides over all executive and open membership meetings

b. Shall appoint the chairman of all special committees from a pool of volunteers

c. Shall be ex-officio member of all committees

d. Authorized to sign checks~~,~~ make deposits, payments, and agreed upon withdrawals only if Treasurer is unavailable.

e. Shall act in whole or in part as the liaison between the owner, coaches, and executive board

2. Vice President – 2 year term (elected in odd years)

a. In the presidents’ absence, the vice president shall preside over all meetings

b. Shall assist the president in all organization business

c. In the event of a vacancy in the president’s position, the vice president shall assume all responsibilities of the president

3. Secretary – 2 year term (elected in even years)

a. Shall record and keep minutes for all executive board and general membership meetings and email a copy to all members

b. Shall be responsible for all organization correspondence

c. Shall notify all members of all general membership meetings and Elite Heat All-Stars

d. Shall keep an accurate membership list with contact information for the purposes of voting

4. Treasurer – 2 year term (elected in odd years)

a. Shall maintain funds of the Elite Heat Cheer, Inc. including but not exclusive to dues, disbursements, and receipts.

b. Shall keep all financial records and present a report at all executive board and general membership meetings and/or at any time at the request of the president

c. Shall follow a fiscal year June 1st to May 31st

d. Shall deposit all funds and manage all payments made to Elite Heat Cheer, Inc.

e. Authorized to sign all checksand make agreed upon withdrawals

**Article VI – Executive Board**

The executive board is the main governing body of Elite Heat Cheer, Inc. and is comprised of the president, vice president, treasurer, and secretary. The executive board shall meet when deemed necessary by the president to ensure the smooth operation of the organization but can be no less than bimonthly.

The term of the officers is two years, as described herein, to coincide with the beginning and ending of the cheer season.

If an officer is unable to fulfill his/her term, the executive committee can appoint an interim officer to fill the vacancy until the next election.

The treasurer has the authority to pay other expenses directly related to competitions, or direct organizational business/team expenses (i.e. uniforms, cheer wear, required business filing fees). All other expenditures (i.e. celebrations, coaches’ gifts) must be voted on by the Executive Board. This vote shall consist of a simple majority and can be taken at an Executive Board meeting or via e-mail with a one-week deadline to respond. No response shall be considered agreement.

**Article VII – Elections**

1. Prior to elections, the executive board shall receive nominations for vacant officer positions. ~~This must be done by the team placement date. The exact date will be set by the executive board~~ Nominations will be due by April 30th.

2. The executive board will generate a ballot.

3. A secret ballot election will take place ~~at the meet-and- greet set by the coaches and executive board~~ at a date set by the executive board, but must be prior to May 31st.

4. The president will appoint one member not running for an elected position to tally the votes with an Elite Heat All Stars representative. A simple majority will be sufficient to elect a nominee to office.

5. If a position is unopposed, the candidate is automatically named to that office.

**Article VIII – Meetings**

General membership meetings will take place when deemed necessary by 2 of 4 executive board members. The general membership meeting shall be at the meet-and-greet at the beginning of the cheer season. The Executive Board will call additional general membership meetings as-needed. Elite Heat All-Stars shall be notified of agreed upon date and time and shall have option to attend.

**Article IX – Committees**

The executive board may create any standing committee deemed necessary to further the goals of the organization. The president, in cooperation with the executive board, shall appoint from a pool of volunteers, chairpersons of such committees. Committees may include, but are not limited to, fundraising, social, and team liaisons. Each chairperson can select general members to assist in the running of the committee. The chairperson is responsible for reporting activities and all financial accounting records to the executive board.

**Article X – Use of Name**

All correspondence, marketing, fundraising, and merchandising materials using the Elite Heat name and/or logo, must be approved by the executive board and Elite Heat All- Stars.

**Article XI – Amendments**

An amendment of the bylaws must be submitted in writing to the executive board. The executive board approves any such amendments by simple majority vote. Amendments approved by the executive board must be presented to the general membership via email or at a regular membership meeting. Amendments shall become effective upon the approval by a simple majority vote of the membership present at that meeting, or if presented via email, within a one-week deadline. No response shall be considered agreement.

**Article XII - Dissolution**

Any member who leaves the organization prior to season’s end, forfeits all monies paid to Elite Heat Cheer, Inc. and/or Elite Heat All-Stars.

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

…..The Fire Begins