

**Bylaws of
Twistars USA Booster Club, Inc.
A Michigan Non-Profit Corporation
Approved as of _____, 2003**

**Article I
Purpose**

- 1.01 Primary Purpose. The primary purpose of the corporation shall be to provide encouragement and expanded opportunities for competitive gymnastic experiences at the direction of the membership.
- 1.02 Secondary Purpose. Secondary objectives of the corporation shall include:
- a) Assistance in paying for the costs incurred by competitive gymnastic teams and their members, as directed by the vote of the membership of the corporation;
 - b) To provide an effective and efficient means of communication among the corporation members, the community, and the competitive gymnastic teams and individual gymnasts;
 - c) To promote mental, physical, and moral development of participants, members, and gymnasts as outlined in the code of conduct;
 - d) To offer sponsorships for individuals in the community for gymnastic involvement, including sponsorship of gymnastic summer camps for non-member gymnasts;
 - e) To provide tickets to gymnasts, corporation members, and other persons, to competitive gymnastic events;
 - f) To donate, as directed by the membership, to the USA Gymnastics Region 5 Gymnastics Fund; and
 - g) Any and all other methods and means, as approved by the membership, which would serve to promote competitive gymnastic opportunities.

**Article II
Offices**

- 2.01 Principal Office. The principal office of the corporation shall be at such place within the State of Michigan as the board of directors may determine from time to time.
- 2.02 Other Offices. The board of directors may establish other offices in or outside of the State of Michigan.

Article III Members

- 3.01 Membership Classification. Members shall include a (one) parent or legal guardian of one or more competitive gymnast, who have satisfied the following criteria:
- a) Said parent or legal guardian of one or more competitive gymnast has paid annual membership dues within thirty (30) days of the assessment of membership dues, or in the alternative, the spouse of said parent or legal guardian has paid said dues;
 - b) Said parent or legal guardian, or the spouse of said parent or legal guardian of a competitive gymnast has agreed to a time commitment, acceptable to the board of directors;
 - c) Said parent or legal guardian, or the spouse of said parent or legal guardian of a competitive gymnast has agreed to a committee requirement, acceptable to the board of directors.
- 3.02 Eligibility for Membership. Membership shall be open to any person who wishes to promote the sport of gymnastics, and has satisfied the criteria established in section 3.01 of these bylaws.
- 3.03 Membership Dues.
- a) The board of directors shall establish the initial and annual dues for membership in the corporation. The billing and collection of dues shall be in a manner prescribed by the board of directors. Members joining during the fiscal year of the corporation will be given prorated requirements, to be recommended by the Membership Committee, and approved by the board of directors.
 - b) It is the policy of the Twistars USA Gymnastics Booster Club, Inc. that all fees assessed members be the same, regardless of whether the funds are raised through a fundraising activity or through cash payment. The support of a gymnastics team member will not depend on the fund-raising effort of a team member's parents. We will make this policy clearly know to our members.
 - c) The Twistars USA Gymnastics Booster Club, Inc. will not participate in any fundraising program where there is a direct benefit to the member who raises the funds. For example, we will adopt no system where a parent received a point or other credit for their fundraising participation which can be used to offset a team member's expense.
- 3.04 Termination of Membership. Membership may be terminated by the board of directors on the occurrence of any of the following events:

- a) Failure to pay dues within thirty (30) days after written notice of payment due.
 - b) Failure to satisfy the requirements of section 3.01, 3.02, or 3.03 of this article.
- 3.05 Annual Meeting. The annual meeting of the members shall be held on the second Monday in May of each year, or as soon thereafter as convenient, as scheduled by the board of directors. At each annual meeting, directors shall be elected by the members and any other business shall be transacted that may come before the meeting. All meetings are open to the general public.
- 3.06 Special Meetings. Special meetings of the members may be called by the board of directors or by the President. Such meetings shall also be called by the President or Secretary at the written request of not less than 10 percent of the members.
- 3.07 Monthly Meetings. Regular meetings of the members may be held each month. At such meetings, the board may address issues pertinent to the membership.
- 3.08 Budget and Planning Meeting. At the first monthly meeting following the commencement of the fiscal year, being July 1, or at a meeting as soon thereafter as is practicable, the board shall conduct a budget and planning meeting. All standing committees, plus any additional committees or subcommittees authorized by the board, may present their annual plans for acceptance by the general membership, including the budget for that fiscal year.
- 3.09 Place of Meetings. All membership meetings shall be held at the corporation's principal office or at any other place determined by the board of directors and stated in the notice of the meeting.
- 3.10 Notice of Meetings of the Membership. Except as otherwise provided by statute or these bylaws, written notice of the time, place, and purposes of a membership meeting shall be given not less than ten (10) days nor more than sixty (60) days before the date of the meeting. Notice shall be given by regular United States mail or personally, including by delivery to members' mailboxes at the gym, to each member of record entitled to vote at the meeting at his or her last address as it appears on the books of the corporation. Alternatively, published in the corporation's newsletter, provided that the newsletter is published at least semi-annually and is mailed, e-mailed or delivered to members' mailboxes, to the members entitled to vote at the meeting not less than ten (10) days nor more than sixty (60) days before the date of the meeting.
- 3.11 Record Dates. The board of directors may fix in advance a record date for the purpose of determining members entitled to notice of and to vote at a membership meeting or an adjournment of the meeting, or to express consent to or to dissent from a proposal without a meeting, or for the purpose of another action. The date fixed shall not be more than sixty (60) days nor less than seven (7) days before the date of the meeting, nor more than sixty (60) days before any other action.

- 3.12 List of Members. The secretary of the corporation or the agent of the corporation having charge of the membership records of the corporation shall make and certify a complete list of the members entitled to vote at a membership meeting or any adjournment. The list shall be arranged alphabetically with the address of each member, be produced at the time and place of the membership meeting, be subject to inspection by any members during the whole time of the meeting, and be prima facie evidence of the members entitled to examine the list or vote at the meeting.
- 3.13 Quorum. When a vote is to be taken by the membership, a quorum shall consist of all members present, if appropriate notice has been given in accordance with Section 3.10 hereof.
- 3.14 Voting. The membership shall be entitled to vote on the election of directors, the adoption of the budget, the adoption or modification of bylaws, [and the adoption or modification of membership requirements] Each member present is entitled to one vote on each matter submitted to a vote. A vote may be cast either orally or in writing. When an action, other than the election of directors, adoption or modification of bylaws, [adoption or modification of membership requirements,] or adoption or modification of annual budget, is to be taken by a vote of the members, it shall be authorized by a majority of the votes cast by the members present and entitled to vote, unless a greater vote is required by statute. Directors shall be elected by a plurality of votes cast at any election. Adoption or modification of bylaws, [adoption or modification of membership requirements,] or adoption or modification of an annual budget shall require a two-thirds majority of those voting using the quorum rules specified in section 3.13 of this article.
- 3.15 Conduct of Meetings. All meetings shall be conducted in accordance with the rules of order contained in Robert's Rules of Order, except as amended by the constitution, bylaws, or resolutions, and written rules and policies of the corporation.

Article IV Board

- 4.01 General Powers. The business, property, and day-to-day affairs of the corporation shall be managed by the board of directors.
- 4.02 Number. There shall be not less than three (3) nor more than nine (9) voting directors on the board as shall be fixed from time to time by the board of directors.
- 4.03 Qualifications. Voting directors must be members of the corporation. It is the expressed hope and desire of the membership that a representative of each competing class of gymnasts shall serve as a member of the board of directors.
- 4.04 Tenure. Directors shall be elected at each annual membership meeting to hold office until the next annual membership meeting and until the director's successor is elected and qualified, or until the director's death, resignation, or removal.

- 4.05 Resignation. A director may resign at any time by providing written notice to the corporation. Notice of resignation will be effective on receipt or at a later time designated in the notice.
- 4.06 Removal. Any director may be removed with or without cause by a majority vote of the members entitled to vote at an election of directors.
- 4.07 Board Vacancies. A vacancy on the board may be filled with a member selected by the remaining directors on the board, even if less than a quorum of the board of directors, unless filled by proper action of the members in accordance with section 3.07 of the bylaws. Each person so elected shall be a director for a term of office continuing until the next election of directors by the members.
- 4.08 Annual Meeting. An annual meeting shall be held each year in conjunction with the annual membership meeting.
- 4.09 Regular Meetings. Regular meetings of the board may be held at the time and place as determined by a board resolution without notice other than posting of the resolution.
- 4.10 Special Meetings. Special meetings of the board may be called by the President or any two directors at a time and place as determined by those persons authorized to call special meetings. Notice of the time and place of special meetings shall be given to each director by regular United States mail, by e-mail, by delivery to members' mailboxes, by the newsletter or by posting at the gym, at least seven days before the meeting.
- 4.11 Statement of Purpose. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the board need be specified in the notice for that meeting.
- 4.12 Waiver of Notice. The attendance of a director at a board meeting shall constitute a waiver of notice of the meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. In addition, the director may submit a signed waiver of notice that shall constitute a waiver of notice of the meeting.
- 4.13 Quorum. A majority of the directors then in office constitutes a quorum for the transaction of any business at any meeting of the board. Actions voted on by a majority of directors present at a meeting where a quorum is present shall constitute authorized actions of the board.
- 4.14 Consent to Corporate Actions. Any action required or permitted to be taken pursuant to board authorization may be taken without a meeting if, before or after the action, all directors consent to the action in writing. Written consents shall be filed with the minutes of the board's proceeding.

Article V Committees

5.01 General Powers. The board, by resolution adopted by a vote of a majority of its directors, may designate one or more committees, each committee consisting of one or more members. The board may also designate one or more members as alternative committee members who may replace an absent or disqualified member at a committee meeting. If a committee member is absent or disqualified from voting, then committee members present at a meeting who are not disqualified from voting may, whether or not they constitute a quorum, unanimously appoint an alternative committee member to act at the committee meeting in place of the absent or disqualified member. All committees designated by the board shall serve at the pleasure of the board.

A committee designated by the board may exercise any powers of the board in managing the corporation's business and affairs, to the extent provided by resolution of the board. However, no committee shall have the power to

- a) Amend the articles of incorporation;
- b) Adopt an agreement of merger or consolidation;
- c) Amend the bylaws of the corporation;
- d) Fill vacancies on the board; or
- e) Fix compensation of the directors for serving on the board or on a committee;
- f) Recommend to members the sale, lease, or exchange of all or substantially all of the corporation's property and assets;
- g) Recommend to the members a dissolution of the corporation or a revocation of a dissolution; or
- h) Terminate memberships.

5.02 Standing Committees. The corporation shall operate with standing committees designated by the board. Those committees currently include Travel, Membership, Communications, Sponsorship, Finance, Publicity, Invitational, Meet, and Fundraising. Members of each standing committee shall be appointed, each year by the board of directors. Standing committees shall have the responsibilities and authority designated by the board.

5.04 Meetings. Committees shall meet as directed by the board or these bylaws, and their meetings shall be governed by the rules provided in article III for meetings of the board. Minutes shall be recorded at each committee meeting and shall be presented to the board.

- 5.05 Consent to Committee Actions. Any action required or permitted to be taken pursuant to authorization of a committee may be taken without a meeting if, before or after the action, all members of the committee consent to the action in writing. Written consents shall be filed with the minutes of the committee's proceedings.

Article VI Officers

- 6.01 Number. The officers of the corporation shall be appointed by the board. The officers shall include a president, a secretary, and a treasurer. There may also be a chairperson, vice president, and such other officers, as the board deems appropriate. The president shall be a voting member of the board. Two or more offices may be held by the same person, but such person shall not execute, acknowledge, or verify an instrument in more than one capacity if the instrument is required by law or by the president or by the board to be executed, acknowledged, or verified by two or more officers.
- 6.02 Term of Office. Each officer shall hold office for the term appointed and until a successor is appointed and qualified. An officer may resign at any time by providing written notice to the corporation. Notice of resignation is effective on receipt or at a later time designated in the notice.
- 6.03 Removal. An officer appointed by the board may be removed from office with or without cause by vote of a majority of the board. The removal shall be without prejudice to the person's contract rights, if any. Appointment to an office does not of itself create contract rights.
- 6.04 Vacancies. A vacancy in any office for any reason may be filled by the board.
- 6.05 President. The president shall be the chief executive officer of the corporation and shall have authority over the general control and management of the business and affairs of the corporation. The president shall have power to appoint or discharge employees, agents, or independent contractors, to determine their duties, and to fix their compensation. The president shall sign all corporate documents and agreements on behalf of the corporation, unless the president or the board instructs that the signing be done with or by some other officer, agent, or employee. The president shall see that all actions taken by the board are executed and shall perform all other duties incident to the office. This is subject, however, to the president's right and to the right of the board to delegate any specific power to any other officer of the corporation.
- 6.06 Vice President. The vice president, if any, shall have the power to perform duties that may be assigned by the president or the board. If the president is absent or unable to perform his or her duties, the vice president shall perform the president's duties until the board directs otherwise. The vice president shall perform all duties incident to the office.

6.07 Chairperson. The chairperson, if elected, shall preside at all board meetings. The chairperson shall have the power to perform duties as may be assigned by the board. If the president is absent or unable to perform his or her duties, the chairperson shall perform the president's duties until the board directs otherwise. The chairperson shall perform all duties incident to the office.

6.08 Secretary. The secretary shall

- a) Keep minutes of board meetings;
- b) Be responsible for providing notice to each member as required by law, the articles of incorporation, or these bylaws;
- c) Be the custodian of corporate records;
- d) Keep a register of the names and addresses of each member, officer and director; and
- e) Perform all duties incident to the office and other duties assigned by the president or the board.

6.09 Treasurer. The treasurer shall

- a) Have charge and custody over corporate funds and securities;
- b) Keep accurate books and records of corporate receipts and disbursements;
- c) Deposit all monies and securities received by the corporation at such depositories in the corporation's name that may be designated by the board;
- d) Complete all required corporate filings; and
- e) Perform all duties incident to the office and other duties assigned by the president or the board.

Article VII

Corporate Document Procedure

7.01 All corporate documents (including stocks, bonds, agreements, insurance and annuity contracts, qualified and non-qualified deferred compensation plans, checks, notes, disbursements, loans and other debt obligations) shall not be signed by any officer, designated agent, or attorney-in-fact unless authorized by the board or these bylaws.

Article VIII Indemnification

- 8.01 Non-derivative Actions. Subject to all of the other provisions of this article, the corporation shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding. This includes any civil, criminal, administrative, or investigative proceeding, whether formal or informal (other than an action by or in the right of the corporation). Such indemnification shall apply only to a person who was or is a director or officer of the corporation, or who was or is serving at the request of the corporation as a director, officer, partner, trustee, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust or other enterprise, whether for profit or not for profit. The person shall be indemnified and held harmless against expenses (including attorney fees), judgments, penalties, fines, and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding, if the person acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the corporation or its members. With respect to any criminal action or proceeding, the person must have had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or on a plea of nolo contendere or its equivalent, shall not by itself create a presumption that (a) the person did not act in good faith and in a manner that the person reasonably believed to be in or not opposed to the best interests of the corporation or its members or (b) with respect to any criminal action or proceeding, the person had reasonable cause to believe that his or her conduct was unlawful.
- 8.02 Derivative Actions. Subject to all of the provisions of this article, the corporation shall indemnify any person who was or is a party to, or is threatened to be made a party to, any threatened, pending, or completed action or suit by or in the right of the corporation to procure a judgment in its favor because (a) the person was or is a director or officer of the corporation or (b) the person was or is serving at the request of the corporation as a director, officer, partner, trustee, employee, or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, whether or not for profit. The person shall be indemnified and held harmless against expenses (including actual and reasonable attorney fees) and amounts paid in settlement incurred by the person in connection with such action or suit if the person acted in good faith and in a manner the person reasonably believed to be in or not opposed to the best interests of the corporation or its members. However, indemnification shall not be made for any claim, issue, or matter in which such person has been found liable to the corporation unless and only to the extent that the court in which such action or suit was brought has determined on application that, despite the adjudication of liability but in view of all circumstances of the case, such person is fairly and reasonably entitled to indemnification for the expenses which the court considers proper.
- 8.03 Expenses of Successful Defense. To the extent that a person has been successful on the merits or otherwise in defense of any action, suit, or proceeding referred to in sections

7.01 or 8.02 of this article, or in defense of any claim, issue, or matter in the action, suit, or proceeding, the person shall be indemnified against expenses (including actual and reasonable attorney fees) incurred in connection with the action and in any proceeding brought to enforce the mandatory indemnification provided by this article.

8.04 Contract Right: Limitation on Indemnity. The right to indemnification conferred in this article shall be a contract right and shall apply to services of a director or officer as a employee or agent of the corporation as well as in such person's capacity as a director or officer. Except as provided in section 7.03 of this article, the corporation shall have no obligations under this article to indemnify any person in connection with any proceeding, or part thereof, initiated by such person without authorization by the board.

8.05 Determination that Indemnification is Proper. Any indemnification under sections 8.01 or 8.02 of this article (unless ordered by a court) shall be made by the corporation only as authorized in the specific case. The corporation must determine that indemnification of the person is proper in the circumstances because the person has met the applicable standard of conduct set forth in sections 8.01 or 8.02, which ever is applicable. Such determination shall be made in any of the following ways:

- a) By a majority vote of a quorum of the board consisting of directors who were not parties to such action, suit, or proceeding.
- b) If the quorum described in clause (a) above is not obtainable, then by a committee of directors who are not parties to the action. The committee shall consist of not less than two disinterested directors.
- c) By independent legal counsel in a written opinion.
- d) By the members.

8.06 Proportionate Indemnity. If a person is entitled to indemnification under sections 8.01 or 8.02 of this article for a portion of expenses, including attorney fees, judgments, penalties, fines, and amounts paid in settlement, but not for the total amount, the corporation shall indemnify the person for the portion of the expenses, judgments, penalties, fines, or amounts paid in settlement for which the person is entitled to be indemnified.

8.07 Expense Advance. Expenses incurred in defending a civil or criminal action, suit, or proceeding described in sections 8.01 or 8.02 of this article maybe paid by the corporation in advance of the final disposition of the action, suit, or proceeding on receipt of an undertaking by or on behalf of the person involved to repay the expenses, if it is ultimately determined that the person is not entitled to be indemnified by the corporation. The undertaking shall be an unlimited general obligation of the person on whose behalf advances are made but need not be secured.

- 8.08 Non-exclusivity of Rights. The indemnification or advancement of expenses provided under this article is not exclusive of other rights to which a person seeking indemnification or advancement of expenses.
- 8.09 Indemnification of Employees and Agents of the Corporation. The corporation may, to the extent authorized from time to time by the board, grant rights to indemnification and to the advancement of expenses to any employee or agent of the corporation to the fullest extent of the provisions of this article with respect to the indemnification and advancement of expenses of directors and officers of the corporation.
- 8.10 Former Directors and Officers. The indemnification provided in this article continues for a person who has ceased to be a director or officer and shall inure to the benefit of the heirs, executors, and administrators of that person.
- 8.11 Insurance. The corporation may purchase and maintain insurance on behalf of any person who (a) was or is a director, officer, employee, or agent of the corporation or (b) was or is serving at the request of the corporation as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise. Such insurance may protect against any liability asserted against the person and incurred by him or her in any such capacity or arising out of his or her status as such, whether or not the corporation would have power to indemnify against such liability under this article or the laws of the State of Michigan.
- 8.12 Changes in Michigan Law. If there are any changes in the Michigan statutory provisions applicable to the corporation and relating to the subject matter of this article, then the indemnification to which any person shall be entitled shall be determined by such changed provisions, but only to the extent that any such change permits the corporation to provide broader indemnification rights than such provisions permitted the corporation to provide before any such change.

Article IX Compensation

- 9.01 When authorized by the board, a person shall be reasonably compensated for services rendered to the corporation as an officer, director, employee, agent, or independent contractor, except as prohibited by these bylaws. We agree that the majority of our board of directors will be non-salaried and will not be related to salaried personal or to parties providing services. In addition, the salaried individuals cannot vote on their own compensation and that compensation decisions will be made by the board.

Article X Fiscal Year

- 10.01 The fiscal year of the corporation shall end on June 30.

Article XI Dissolution

- 11.01 Upon dissolution of the corporation, all available funds shall be distributed to a non-profit organization operated exclusively for charitable or education purposes, preferably related to gymnastics, unless there is an incoming gymnastics team which would benefit from use of said funds. This distribution of funds must be approved by a vote of the general membership. This distribution of funds must be according to the Dissolution Provision of the Articles of Incorporation, directing that dissolution be conducted to preserve status of the corporation as a non-profit corporation which shall be exempt from taxation, pursuant to the terms of the Internal Revenue Code Section 501 (c) (3).