

BYLAWS OF Give2Playcenter

<https://www.give2playcenter.org/>

<https://www.instagram.com/give2playcenter/>

Version History

Version 1	1 october 2024

ARTICLE I: NAME AND PURPOSE

Section 1 - Name

The name of the organization shall be Give2Playcenter. It shall be a nonprofit organization incorporated under the laws of the State of California.

Section 2 – Purpose

Give2Playcenter is organized exclusively for charitable, research, or educational purposes and operates in accordance with the guidelines of 501(c)(3).

The purpose of this nonprofit is to:

- Collect lightly used sports equipment, refurbish and distribute those to the organization and schools that are in need
- To encourage student athletes that are looking to excel in athletics but have limited means
- Provide athletic scholarships

ARTICLE II: MEMBERSHIP

Section 1 – Eligibility

The organization shall offer the following classes of membership:

Volunteers : Can pick the projects or can be permanent members of the organization

Section 2 – Membership Fees

No fee is required.

Section 3 – Voting Privileges

There are no voting rights for volunteers

ARTICLE III: BOARD OF DIRECTORS

Section 1 – Role and Responsibilities

The Board of Directors shall govern the nonprofit and shall have ultimate responsibility for the affairs of the organization. These responsibilities include, but are not limited to:

- Recruiting officers for the club by voting by the existing members
- Expand the roles of the club based on the need
- Vote on the schedules to meet, venue to do the operations and add any addendums to the bylaws

Section 2 – Board Officer Roles

The Board of Directors shall elect the following officers from among its members:

- President: President of the club oversees all the aspects of administration, governance and operations and leads the board. President works with board to agree on schedules to collect equipment
- Treasurer: Responsible for finances of the club. Handles all the payouts, scholarships, and collection of donations from various donors.
- Director of Community Engagement: Director of Community engagement works with local and national communities to identify the right group to provide support through charitable services. Also sets guidelines to the club officers and members to reach out and solicit donations.
- Director of Operations: Director of Operations handles all club operations like meetings, setting up collection and distribution schedule.
- Director of PR: Director of PR supports club advertisements and operates the web and instagram accounts.

Section 3 – Composition and Size

The Board of Directors shall consist of a minimum of 3 and a maximum of 6 directors. The Board shall determine the specific number of directors within these limits. However, the number chosen must ensure a quorum is always achievable.

Section 4 – Election and Term

The annual meeting will elect board members by a majority vote of the voting members. Directors will serve terms of 1 year, with the option of serving 2 consecutive terms.

Section 5 – Board Meetings

The Board of Directors is responsible for holding regular meetings at least 9 times per year. Special meetings can be called by the Executive Committee, 1 week before the meeting, board members must receive written notice of all meetings.

A quorum for the transaction of business shall be 3 of the Board members. Actions of the Board shall be approved by a majority vote of those present at a duly constituted meeting

Section 6 – Vacancies

Any vacancy on the Board of Directors may be filled by a majority vote of the remaining Board members. A director appointed to fill a vacancy shall serve the unexpired term of the director whose position became vacant.

ARTICLE V: COMMITTEES

Section 1 – Committee Formation

The Board of Directors may form standing and special committees as deemed necessary to effectively manage the organization's affairs. These committees shall be subject to the following terms:

- **Committee Size:** A committee shall consist of a minimum of 2 and a maximum of 6 members.
- **Committee Officers:** The following officers shall be elected by the Board of Directors from among its members:
 - Chair of the committee

ARTICLE VI: FINANCE

Section 1 – Fiscal Year

The fiscal year of the organization shall commence on the first day of April and end on the thirty-first day of March of each year.

Section 2 – Financial Records

The corporation shall maintain accurate and detailed financial records that reflect all income and expenses. These records shall be prepared following Generally Accepted Accounting Principles (GAAP) and shall be made available for inspection by the Board of Directors and any member upon written request deemed reasonable by the organization. Treasurer is responsible for maintaining the records.

Section 3 – Budget

The Board of Directors shall prepare an annual budget for the following fiscal year 60 days before the beginning of each fiscal year. The budget shall include anticipated revenues and expenses for all programs and activities.

ARTICLE VII: CONFLICT OF INTERESTS

Section 1 – Standard of Conduct

The board of directors, committee officers, or members of the nonprofit organization shall hold a fiduciary duty to act in good faith and serve its best interests. They shall avoid any situation that could create a conflict between their private interests and the interests of the nonprofit organization.

Section 2 – Disclosure

Upon identifying a potential conflict of interest, any board member, committee officers, or members shall disclose it to the Board of Directors in writing. The Board must review the disclosure and determine appropriate action, which may include recusal from decision-making or resignation from the position.

ARTICLE VIII: AMENDMENTS

Section 1 – Amendment Process

These Bylaws may be amended by a two-thirds vote of the Board of Directors or a majority vote of the members present at a properly constituted meeting, provided that notice of the proposed amendment has been given to the Board of Directors and the members at least 30 days before the meeting.

ARTICLE IX: DISSOLUTION

Section 1 – Dissolution

Upon the dissolution of the nonprofit organization, the Board of Directors shall:

- Complete the committed activities with the community. These can be fund raising or committed donations or community service activity
- Resolve all the financial obligations
- Notify the partner and other organizations that the non profit organization is closing

CERTIFICATION

These bylaws were approved at a meeting of the board of directors by a two-thirds majority vote on April 1, 2024.