

THS TIGERS BAND PARENT ASSOCIATION, INC.



BYLAWS
March 26, 2018
Amended May 1, 2020

Article I: Name

The name of this organization shall be THS Tigers Band Parent Association, Inc. herein referred to as TTBPA.

Article II: Purpose and Objectives

Section 2.1: Purpose

TTBPA is formed exclusively for purposes within the meaning of 501(c)(3) of the Internal Revenue Code (or the corresponding provision of any future United States internal revenue law).

The specific purpose of TTBPA is to provide financial and physical support to the Band Director in meeting her/his goals and objectives for the Tucker High School Band Program located at 5036 LaVista Rd, Tucker, GA 30084.

Section 2.2: Objectives

TTBPA will work with the Band Director to:

1. Estimate an annual operations budget for the purposes of fundraising and assessment, including the student Fair Share fees that shall be determined by the Band Director;
2. Prepare and execute a program to implement the budget through fundraising activities and collection of Fair Share fees;
3. Prepare a twelve-month calendar coordinating fundraising efforts with needed expenses, reflecting performance activities and obligations.

Additionally, TTBPA will:

1. Submit the confirmed budget to the General Membership for approval by majority vote;
2. Coordinate volunteers to meet budgetary goals, as well as to other areas of need, as determined by the Band Director;
3. Hold regular Executive Board and General Membership meetings during the school year;
4. Maintain the status of and operate in accordance with all federal and state laws guiding the business of a 501c3 corporation;
5. Engage in other activities related to the financial and physical support of the Tucker High School Band Director and program.

Article III: Membership

Section 3.1: Membership Overview

Membership in TTBPA is open to any person in the school community who is interested in developing and maintaining an active, quality band program at Tucker High School.

Section 3.2: General Membership

General Membership will consist of Family Membership and Individual Membership.

Family Membership will consist of:

1. Adult persons/guardians from the immediate families of students involved in the Tucker High School Band Program;
2. Adult persons from the extended family of students involved in the Tucker High School Band Program who demonstrate an interest in serving the needs of the band.
3. These members will be eligible to participate in all votes of the General Membership and to hold office.

Individual Membership will consist of:

1. Non-Family adults demonstrating a sincere interest in serving the needs of the band;
2. Adult alumni of the Tucker High School Band Program;
3. A mandatory minimal membership fee will be established by the TTBP Executive Board and the Band Director for these members.
4. These members may attend General Membership meetings, but will neither be eligible to participate in votes of the General Membership, nor to hold office.

Section 3.3: Sponsor Membership

A Sponsor Membership shall be open to groups, organizations, institutions and business firms who contribute in accordance with the established sponsorship fundraising activities of TTBP. Though Sponsor Members may attend General Membership meetings, they will not have voting rights, nor be eligible to hold office.

Section 3.4: Honorary Life Membership

Honorary Life Membership shall confer by vote of the Organization in recognition of distinguished service to TTBP. Honorary Life members shall not be required to pay fees. Honorary Life members will not have voting rights or be eligible to hold office.

Article IV: Meetings of the Members

Section 4.1: Regular Meetings

The regular meeting of the members of the TTBP shall be held at Tucker High School or at such other place as may be determined by the Executive Board, at such time and on such date as the Executive Board shall determine, for the purpose of electing the Executive Board and transacting such other business as may properly be brought before the meeting.

Generally, regular meetings shall be held monthly on a day designated by the Executive Board. There shall be no regular meetings conducted during the months of June, nor December.

Section 4.2: Special Meetings

Special Meetings may be called by the President when so directed by the Executive Board.

Section 4.3: Quorum and Voting

For voting to proceed, a quorum of ten members must be in attendance. Majority vote will rule in all matters, unless specified otherwise by the Executive Board.

Article V: Executive Board

Section 5.1: Powers

All corporate powers shall be exercised by or under the authority of, and the business and affairs of the TTBPAs managed under the direction of its governing board which consists of the Executive Board of the Corporation. The Executive Board of the TTBPAs shall consist of:

- a. President
- b. Vice President
- c. Recording Secretary
- d. Treasurer
- e. Financial Secretary

Section 5.2: Qualifications

All positions will be held by an adult with a current Family Membership. No Board member shall be a member of the school or school district's faculty or administration. No Board member shall be compensated for duties performed as an officer of this corporation.

Section 5.3: Terms of Office

The term of the offices of all Executive Board members shall be one fiscal year beginning on July 1 and ending on the following June 31.

Section 5.4: Meeting Attendance

All Executive Board Members must attend all required Executive Board and General Membership Meetings. Any member who cannot attend must contact the President.

Any Board Member who is absent for more than two consecutive meetings (Board/Membership) without appointing a substitute to perform her/his duties may be removed from the Board.

Section 5.5: Vacancies, Resignations and Removals

If a vacancy occurs during the fiscal year, the Executive Board may choose to elect a replacement by majority vote of the Board for the remainder of the term.

Any Board member may resign by delivering a written notice to the Executive Board. The resignation is effective as soon as notice is received, unless the notice specifies a later effective date.

An Executive Board member may be removed with cause. The following must occur prior to removing an Executive Board member:

1. There must be a verbal meeting between the President and the Band Director with the Executive Board member in question. If the Board member in question is the President, the Vice President shall serve in this role. A meeting may be held without the affected Board member in the event the affected Board member refuses to attend.

2. A written notice of the intent to remove the affected Board member must be given to the affected Board member.
3. TTBPA will solicit a resignation from the affected Board member. If the affected Board member submits a written resignation, the membership will be notified in writing.
4. If a written resignation is not received, the remaining Board members will vote to remove the affected Board member. A unanimous vote of the remaining Board members is required.
5. The members must be notified in advance that removal of an Executive Board member will take place.

Article VI: Duties of Executive Board

Section 6.1: President

The President shall:

1. Preside over meetings of the Executive Board and General Membership;
2. Attend mutually-determined advisory meetings with the Band Director on a regular basis;
3. Ensure the recruitment of volunteers as to meet the fundraising needs of the Organization;
4. Represent the TTBPA in dealings with the school and community.

Section 6.2: Vice President

The Vice President shall:

1. Assist the President with all presidential responsibilities;
2. Preside over meetings of the Board and General Membership in the absence of the President.

Section 6.3: Recording Secretary

The Recording Secretary will:

1. Keep accurate records of all Board and General Membership meetings;
2. Maintain accurate records for all students participating in the Tucker High School Band Program;
3. Prepare written minutes of all Board and General Membership, having copies available for Board records and others as needed;
4. Preside over meetings of the Board and General Membership in the absence of the President, the Vice President, the Treasurer and the Financial Secretary.

Section 6.4: Treasurer

The Treasurer will:

1. Be responsible for the recording and accounting of all monies received by TTBPA;
2. Set up and maintain cash receipts and disbursements records;
3. Prepare and present a budget report for all TTBPA meetings;
4. Reconcile TTBPA bank statement monthly;
5. Obtain TTBPA bond insurance yearly;

6. Preside over meetings of the Board and General Membership in the absence of the President and the Vice President.

Section 6.5: Financial Secretary

The Financial Secretary will:

1. Be responsible for the collection and deposit of monies received;
2. Maintain accurate records of receipts and disbursements;
3. Preside over meetings of the Board and General Membership in the absence of the President, the Vice President and the Treasurer.

Article VII: Meetings and Administration of the Executive Board

Section 7.1: Meetings

1. The Executive Board shall meet prior to any General Membership meeting. A special meeting can be called by the President in the case of an emergency.
2. Members of the Executive Board, or any appointee/volunteer, may participate in a regular or special meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can simultaneously hear each other during the meeting. An individual participating in a meeting pursuant to this Section is deemed to be present in person at the meeting. In the event the Secretary is unable to be present at the meeting, a designated individual shall take minutes.
3. A quorum of the Executive Board consists of a majority of the fixed number of Executive Board members.

Section 7.2: Administration

1. TTBPBA will act with consistency and respect towards the rules guiding DeKalb County Schools and Tucker High School, as well as those put in place by the Tucker High School Band Program Director.
2. The business of TTBPBA will be administered by the Executive Board, volunteers from the General Membership and the Band Director.
3. Decisions of the Executive Board will be final upon majority vote by a quorum of the Board. The General Membership, by majority vote, may request review of a Board decision.
4. Board actions affecting the General Membership will be presented by the Board at the next General Meeting.
5. Suggestions for amendments in the by-laws will be presented in writing to the Board for review at the next meeting. Any proposed changes will be voted on by the Executive Board and, if passed, will be presented to the General Membership where it will be adopted pending a majority vote.

Section 7.3: Order of Business for General Body Meetings

The order of business (agenda) for general body meetings is as follows:

1. Greetings
2. Reading of Minutes
3. Treasurer's Budget Report
4. Old Business

5. New Business
6. Director's Report
7. Open Forum: Questions, Closing Remarks
8. Adjournment

Article VIII: Nomination of Executive Board

1. The Elections Chief shall be appointed by the Executive Board according to guidelines in TTPBA Bylaws Section 10.2.
2. The Elections Chief shall present nominees for each office to the membership during the February membership meeting.
3. Nominations for any office can be made from the floor during the February nomination meeting.
4. A nomination form must be completed by all nominees.
5. Nominations from the floor must be present in person to accept the nomination.
6. Nominees will be introduced at the February membership meeting

Article IX: Election of Executive Board

1. The election meeting shall be held in March.
2. Members must vote by being present at the election meeting.
3. A majority of votes cast by the voting membership shall be required to be elected. If more than two members run for the same office and neither candidate receives a majority (51%) of the votes, a run-off will be held between the top two candidates in April.
4. The Elections Chief is responsible for managing the nomination and election process.
5. The Elections Chief will use a teller sheet to record votes received by each candidate.
6. Elections Chief is responsible to announce election results to the membership.
7. All General Members present at the election meeting will sign for a ballot and cast their vote.
8. All ballots shall be kept for a minimum of 60 days.

Article X: Appointed Positions

Section 10.1: Overview

TTBPA has three additional positions appointed by the Executive Board from among the General Membership. These appointed positions are not part of the Executive Board.

Section 10.2: Elections Chief

The Elections Chief recruits and presents nominees for the annual election of the Executive Board. The Elections Chief may not be a nominee for a position on the Executive Board, but may be a departing member of the Board. The Elections Chief ensures that elections are held in accordance with TTBPA policy, as spelled out in TTBPA Bylaws Article IX.

Section 10.3: Compliance Officer

The Compliance Officer completes paperwork and filings to assure that TTBPA maintains its 501c3 standing and complies with current tax laws, including paperwork related to 1099-contracted individuals.

Section 10.4: Annual Road Race Chairperson

The Annual Road Race Chairperson oversees the planning and implementation of the Annual Road Race Fundraiser.

Article XI: Financial Procedures

Section 11.1: General Policies

1. The TTBPA fiscal year runs from July 1 through June 30 of the following year.
2. TTBPA maintains a business bank account at a local bank, as well as a post office box from which to conduct business. In accordance with DeKalb County Schools policy, TTBPA may not use the Tucker High School address for any business, nor may TTBPA money be placed in any school-held account.
3. There will be three official signers on record, including the President and the Treasurer. In most instances, the Financial Secretary will be the third signer.
4. The Treasurer will present an updated budget report monthly at all Executive Board and General Membership meetings.
5. TTBPA will not incur indebtedness beyond the available balance in their account.
6. TTBPA must be bonded.
7. In accordance with the law, in the event of dissolution of TTBPA, the net assets of TTBPA will be deposited to the internal Tucker High School Band account.
8. TTBPA shall have an annual financial audit performed by an outside party at the end of each fiscal year. A line item shall be included in the detailed budget to reflect the audit cost each year.

Section 11.2: Income

1. Income may be received through the Director's office drop box, by mail, by PayPal, by Cash App (or other appropriate app) or at an event using the cash box.
2. All physical income must be counted by two adults, at least one being a member of the Executive Board. The income must be noted on a Cash Verification Form and be prepared for deposit, including the rolling of coins and preparation of a deposit slip.
3. All funds will be deposited to the bank within seven days of the preparation of the deposit. The completed deposit should be held in the TTBPA file cabinet until the deposit can be made.
4. All monies, whether collected physically or digitally, will be accounted for in the Charms system (or other similar accounting system as agreed upon by the Executive Board).

Section 11.3: Expenses

1. All funds to be expended by TTBPA must be identified in the approved annual budget.
2. Any expenses requested after the budget has been passed must be approved by a majority of the Board and the Band Director. They must also be reflected in commensurate fundraising added to the budget or the reassigning of income from another line item.
3. Any expected over-expenditures of more than \$100.00 in any line item, must be voted on by the Board and approved by the Director prior to purchase.

4. In emergencies, two Board members, along with the Band Director, may approve a payment for goods and services which do not exceed \$250.00. This may be done through email or text. Subsequent Board minutes will reflect the expenditures.
5. For the ease of transactions, the Board President or the Band Director may use the TTBPAs debit card, PayPal, Cash App or other appropriate vehicle to make online purchases of approved budget items. All transactions must be noted on a Digital Payment Form, include receipts and be turned in to the Treasurer or Financial Secretary within a week after the purchase.
6. Reimbursements to Board members will only be made for items included on the approved budget. All reimbursement requests must include a Reimbursement Form and receipts from the purchase. The Board member requesting a reimbursement should refrain from signing her/his own reimbursement check, when possible.
7. Reimbursements to other volunteers will only be made with prior majority vote from the Board.
5. All expenses, whether made physically or digitally, will be accounted for in the Charms system (or other similar accounting system as agreed upon by the Executive Board).

Article XII: Student Accounts

Section 12.1: Overview

TTBPA maintains an accounting of student contributions of Fair Share fees and fundraising monies collected towards Fair Share. While this money is earmarked to cover expenses for a student's uniform costs, instructional stipends, equipment and meals, all money is deposited into the TTBPAs bank account. These funds, along with proceeds from other fundraising, are vital in supporting the expenditures of TTBPAs yearly approved budget.

Section 12.2: Policies

TTBPA maintains the following student account policies:

1. Parents/Guardians are expected to submit Fair Share payments according to TTBPAs established payment schedule. In case of hardships, parents/guardians should contact the TTBPAs President or Band Director;
2. All funds remitted to TTBPA are non-refundable;
3. Some TTBPA fundraisers are earmarked to help students offset their Fair Share fees; however, in order to build a sense of teamwork and ensure that all budgetary goals are met, all students are expected to participate in all fundraisers;
4. Once a student has met her/his Fair Share fee obligation, all further fundraising will be accounted for under the budget line item "Other Income";
5. Students who do not participate in fundraising, nor submit Fair Share fees, may not be able to fully participate in the Tucker High School Program, as determined at the discretion of the Band Director.

Article XIII: Miscellaneous Provisions

Section 13.1: Contracts

The President is the only individual that can enter into a binding contract obligating TTBPA. Travel related contracts will be entered into after consulting the Band Director.

Section 13.2: Loans

No loans shall be contracted on behalf of TTBPAA and no evidences of indebtedness shall be issued in its name unless authorized by a vote of the membership. Such authority may be generally confined to specific instances.

Section 13.3: Post Office Box

The organization shall maintain a post office box. The President and the Treasurer shall each hold a key to the post office box. The post office box shall be monitored at least one (1) time per month. All mailings concerning the organization shall be directed to the post office box. The post office box shall be maintained at the Tucker (30085) Post Office.

Section 13.4: Internet Website

The Organization shall maintain an Internet Website. The web site content shall be maintained by the Band Director, or a person of her/his choosing.

Section 13.5: Internal Revenue Code 501(c)(3) Status

The organization is currently exempt under IRC 501(c)(3) as a public charity described under 509(a)(2) of the Internal Revenue Code. TTBPAA shall make all necessary filings to maintain its IRC 501(c)(3) status.

Section 13.6: Director Supplements

TTBPAA incurs expenses to have outside and/or additional instructors/clinicians to work with various sections of the band. Each outside and/or additional instructor will be chosen at the discretion of the Band Director and paid a director supplement at a price approved for by the Band Director. Each outside and/or additional instructor will be treated as an independent contractor and will be issued a Form 1099-MISC if payments exceed \$600 (or whatever amount the Internal Revenue Service determines that a Form 1099-MISC should be issued) during a calendar year period. Prior to issuing payments that cumulatively exceed \$600, TTBPAA will ensure that the additional/outside instructor submits Form W-4. TTBPAA will ensure that copy of all issued Forms 1099-MISC are submitted to the Internal Revenue Service by the due date. TTBPAA will also ensure that all contracted individuals shall undergo security clearances as prescribed by DeKalb County School System.

Article XIV: Indemnification

The Corporation shall indemnify its Executive Board, employees and agents to the greatest extent permitted by law. The corporation shall have the power to purchase and maintain insurance on behalf of any person who is or was an Officer, employee, or agent of the Corporation or who is or was serving at the request of the Corporation as an Officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted against such person and incurred by such person in any such capacity or arising out of any status as such, whether or not the Corporation would have the power to indemnify such person against such liability of the provisions of this Article.

Article XV: Conflict of Interest Policy

Section 15.1: Purpose

The purpose of the conflict of interest policy is to protect TTBPAs interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an Officer of TTBPAs or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Section 15.2: Definitions

1. Interested Person - Any Officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.
2. Financial Interest - A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:
 - a. An ownership or investment interest in any entity with which TTBPAs has a transaction or arrangement,
 - b. A compensation arrangement with TTBPAs or with any entity or individual with which TTBPAs has a transaction or arrangement, or
 - c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which TTBPAs is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Section 18.3, Section 2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Section 15.3: Procedures

1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Executive Board and members of committees with governing board delegated powers considering the proposed transaction or arrangement.
2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining governing board or committee members shall decide if a conflict of interest exists.
3. Procedures for Addressing the Conflict of Interest
 - a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

- b. The President of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
 - c. After exercising due diligence, the governing board or committee shall determine whether TTBPA can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
 - d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested Executive Board whether the transaction or arrangement is in TTBPA's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.
4. Violations of the Conflicts of Interest Policy
- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
 - b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Section 15.4: Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- 1. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- 2. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Section 15.5: Compensation

- 1. A voting member of the governing board who receives compensation, directly or indirectly, from TTBPA for services is precluded from voting on matters pertaining to that member's compensation.
- 2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from TTBPA for services is precluded from voting on matters pertaining to that member's compensation.
- 3. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly,

from TTBPA, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Section 15.6: Annual Statements

Each member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

1. Has received a copy of the conflicts of interest policy,
2. Has read and understands the policy,
3. Has agreed to comply with the policy, and
4. Understands that TTBPA is charitable and in order to maintain its federal tax exemption it must engage primarily in activities that accomplish one or more of its tax-exempt purposes.

Section 15.7: Periodic Reviews

To ensure TTBPA operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

1. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
2. Whether partnerships, joint ventures, and arrangements with management organizations conform to TTBPA written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Section 15.8: Use of Outside Experts

When conducting the periodic reviews as provided for in Section 18.7, TTBPA may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

Article XVI: 501(c)(3) Provisions

Section 16.1: No Legislative Activities Policy

No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Section 501(h) of the Internal Revenue Code), and this corporation 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 for public office.

Section 16.2: No Inurement Policy

No part of the net earnings of this corporation shall inure to the benefit of, or be distributable to, its members, Executive Board, or other private persons, except that this corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in these articles.

Section 16.3: 501(c)(3) Powers Provision

Notwithstanding any other provision of these Bylaws, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal information tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 16.4: 501(c)(3) Dissolution Provision

Upon dissolution of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine which are organized and operated for such purposes.

All references to sections of the Internal Revenue Code shall include such sections as of the date hereof and the corresponding section of any future federal tax code.

Article XVII: Amendment of Bylaws

Section 17.1: Amendments Must Be Consistent with IRC 501(c)(3)

Amendments to the Bylaws must be consistent with an organization described under 501(c)(3) of the Internal Revenue Code (or any future provision). No amendment may be made that is inconsistent with an organization described under 501(c)(3) of the Internal Revenue Code (or any future provision).

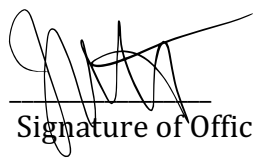
Section 15.2: Adoption of Amended Bylaws

Proposed amendments to the Bylaws shall be made by the Executive Board of the Corporation and presented to the TTBP membership for adoption. The adoption of proposed amendments to the Bylaws may be made by a majority vote of the members.

Article XVIII: Effective Date

The effective date of these amended Bylaws is May 1, 2020.

Adopted on this 1st day of May, 2020.

	<u>Jennifer Winterscheidt</u>	<u>President</u>
Signature of Officer	Printed Name of Board Member	Title
 	<u>Dawn Ledford Parker</u>	<u>Vice President</u>
Signature of Officer	Printed Name of Board Member	Title

Signature of Officer Jermina Johnson Copeland Recording Secretary
Printed Name of Board Member Title

Signature of Officer Vacant Treasurer
Printed Name of Board Member Title

Signature of Officer Angelique Watson Financial Secretary
Printed Name of Board Member Title