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Return of Organization Exempt from Income Tax

2004

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

Department of the Treasury Internal Revenue Service

The organization may have to use a copy of this return to satisfy state reporting requirements.

Open to Public Inspection

A For the 2004 calendar year, or tax year beginning , 2004, and ending

- B Check if applicable: Address change, Name change, Initial return, Final return, Amended return, Application pending

GRAYSON TOUCHDOWN CLUB, INC. BOX 104 GRAYSON, GA 30017

D Employer Identification Number 58-2535749 E Telephone number 7705860883 F Accounting method: X Cash Accrual Other (specify)

Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

- H and I are not applicable to section 527 organizations H (a) Is this a group return for affiliates? H (b) If 'Yes,' enter number of affiliates H (c) Are all affiliates included? H (d) Is this a separate return filed by an organization covered by a group ruling?

G Web site: N/A

J Organization type (check only one) X 501(c) 3 (insert no) 4947(a)(1) or 527

K Check here if the organization's gross receipts are normally not more than \$25,000. The organization need not file a return with the IRS; but if the organization received a Form 990 Package in the mail, it should file a return without financial data. Some states require a complete return.

L Gross receipts: Add lines 6b, 8b, 9b, and 10b to line 12 212,889.

I Group Exemption Number M Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balance (See Instructions)

Table with 21 rows and 4 columns: Description, Sub-description, Amount, Total. Includes sections for RECEIVED, TPR BRANCH, and OGDEN, IL. Total revenue is 167,999.

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**Part II Statement of Functional Expenses** All organizations must complete column (A). Columns (B), (C), and (D) are required for section 501(c)(3) and (4) organizations and section 4947(a)(1) nonexempt charitable trusts but optional for others.

Do not include amounts reported on line 6b, 8b, 9b, 10b, or 16 of Part I.		(A) Total	(B) Program services	(C) Management and general	(D) Fundraising
22	Grants and allocations (att sch) (cash \$ _____ non-cash \$ _____)	22			
23	Specific assistance to individuals (att sch)	23			
24	Benefits paid to or for members (att sch)	24			
25	Compensation of officers, directors, etc	25			
26	Other salaries and wages	26			
27	Pension plan contributions	27			
28	Other employee benefits	28			
29	Payroll taxes	29			
30	Professional fundraising fees	30			
31	Accounting fees	31	2,197.	2,197.	
32	Legal fees	32			
33	Supplies	33	34,343.	34,343.	
34	Telephone	34	1,659.	1,659.	
35	Postage and shipping	35			
36	Occupancy	36			
37	Equipment rental and maintenance	37			
38	Printing and publications	38	8,200.	8,200.	
39	Travel	39	1,640.	1,640.	
40	Conferences, conventions, and meetings	40			
41	Interest	41	108.	108.	
42	Depreciation, depletion, etc (attach schedule)	42	2,640.	2,640.	
43	Other expenses not covered above (itemize):				
a	SEE STATEMENT 3	43a	113,455.	111,908.	1,547.
b		43b			
c		43c			
d		43d			
e		43e			
44	Total functional expenses (add lines 22 - 43). Organizations completing columns (B) - (D), carry these totals to lines 13 - 15	44	164,242.	160,390.	3,852. 0.

Joint Costs. Check  if you are following SOP 98-2.

Are any joint costs from a combined educational campaign and fundraising solicitation reported in (B) Program services?  Yes  No  
 If 'Yes,' enter (i) the aggregate amount of these joint costs \$ \_\_\_\_\_; (ii) the amount allocated to Program services \$ \_\_\_\_\_; (iii) the amount allocated to Management and general \$ \_\_\_\_\_; and (iv) the amount allocated to Fundraising \$ \_\_\_\_\_

**Part III Statement of Program Service Accomplishments**

What is the organization's primary exempt purpose? <u>SEE STATEMENT 4</u>	Program Service Expenses (Required for 501(c)(3) and (4) organizations and 4947(a)(1) trusts; but optional for others.)
a <u>TO PROVIDE EQUIPMENT AND OTHER SUPPORT TO THE FOOTBALL TEAM OF GRAYSON HIGH SCHOOL NOT PROVIDED BY LOCAL GOVERNMENT FUNDING</u> (Grants and allocations \$ _____)	160,390.
b _____ (Grants and allocations \$ _____)	
c _____ (Grants and allocations \$ _____)	
d _____ (Grants and allocations \$ _____)	
e Other program services (Grants and allocations \$ _____)	
f Total of Program Service Expenses (should equal line 44, column (B), Program services)	160,390.

**Part IV Balance Sheets** (See Instructions)

**Note:** Where required, attached schedules and amounts within the description column should be for end-of-year amounts only.

		(A) Beginning of year		(B) End of year
ASSETS	45 Cash – non-interest-bearing . . . . .	14,541.	45	16,771.
	46 Savings and temporary cash investments . . . . .		46	
	47a Accounts receivable . . . . .	47a		
	b Less: allowance for doubtful accounts . . . . .	47b		47c
	48a Pledges receivable . . . . .	48a		
	b Less: allowance for doubtful accounts . . . . .	48b		48c
	49 Grants receivable . . . . .		49	
	50 Receivables from officers, directors, trustees, and key employees (attach schedule) . . . . .		50	
	51a Other notes & loans receivable (attach sch) . . . . .	51a		
	b Less: allowance for doubtful accounts . . . . .	51b		51c
	52 Inventories for sale or use . . . . .		52	
	53 Prepaid expenses and deferred charges . . . . .		53	
	54 Investments – securities (attach schedule) . . . . .		<input type="checkbox"/> Cost <input type="checkbox"/> FMV	54
	55a Investments – land, buildings, & equipment: basis . . . . .	55a		
	b Less: accumulated depreciation (attach schedule) . . . . .	55b		55c
	56 Investments – other (attach schedule) . . . . .		56	
	57a Land, buildings, and equipment: basis . . . . .	57a	18,475.	
	b Less: accumulated depreciation (attach schedule) . . . . .	57b	12,250.	57c
	58 Other assets (describe <input type="checkbox"/> STATEMENT 5 . . . . .)		8,865.	58
59 <b>Total assets</b> (add lines 45 through 58) (must equal line 74) . . . . .		23,406.	59	
60 Accounts payable and accrued expenses . . . . .			60	
61 Grants payable . . . . .			61	
62 Deferred revenue . . . . .			62	
63 Loans from officers, directors, trustees, and key employees (attach schedule) . . . . .			63	
64a Tax-exempt bond liabilities (attach schedule) . . . . .			64a	
b Mortgages and other notes payable (attach schedule) . . . . .		4,542.	64b	
65 Other liabilities (describe <input type="checkbox"/> SEE STATEMENT 6 . . . . .)		3,000.	65	
66 <b>Total liabilities</b> (add lines 60 through 65) . . . . .		7,542.	66	
<b>Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 67 through 69 and lines 73 and 74.</b>				
67 Unrestricted . . . . .		15,864.	67	
68 Temporarily restricted . . . . .			68	
69 Permanently restricted . . . . .			69	
<b>Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 70 through 74.</b>				
70 Capital stock, trust principal, or current funds . . . . .			70	
71 Paid-in or capital surplus, or land, building, and equipment fund . . . . .			71	
72 Retained earnings, endowment, accumulated income, or other funds . . . . .			72	
73 <b>Total net assets or fund balances</b> (add lines 67 through 69 or lines 70 through 72; column (A) must equal line 19; column (B) must equal line 21) . . . . .		15,864.	73	
74 <b>Total liabilities and net assets/fund balances</b> (add lines 66 and 73) . . . . .		23,406.	74	

Form 990 is available for public inspection and, for some people, serves as the primary or sole source of information about a particular organization. How the public perceives an organization in such cases may be determined by the information presented on its return. Therefore, please make sure the return is complete and accurate and fully describes, in Part III, the organization's programs and accomplishments.

BAA

**Part IV-A Reconciliation of Revenue per Audited Financial Statements with Revenue per Return (See instructions.)**

**Part IV-B Reconciliation of Expenses per Audited Financial Statements with Expenses per Return**

a	Total revenue, gains, and other support per audited financial statements	a	N/A
b	Amounts included on line a but not on line 12, Form 990:		
(1)	Net unrealized gains on investments		
(2)	Donated services and use of facilities		
(3)	Recoveries of prior year grants		
(4)	Other (specify):		
	Add amounts on lines (1) through (4)	b	
c	Line a minus line b	c	
d	Amounts included on line 12, Form 990 but not on line a:		
(1)	Investment expenses not included on line 6b, Form 990		
(2)	Other (specify):		
	Add amounts on lines (1) and (2)	d	
e	Total revenue per line 12, Form 990 (line c plus line d)	e	

a	Total expenses and losses per audited financial statements	a	N/A
b	Amounts included on line a but not on line 17, Form 990:		
(1)	Donated services and use of facilities		
(2)	Prior year adjustments reported on line 20, Form 990		
(3)	Losses reported on line 20, Form 990		
(4)	Other (specify):		
	Add amounts on lines (1) through (4)	b	
c	Line a minus line b	c	
d	Amounts included on line 17, Form 990 but not on line a:		
(1)	Investment expenses not included on line 6b, Form 990		
(2)	Other (specify):		
	Add amounts on lines (1) and (2)	d	
e	Total expenses per line 17, Form 990 (line c plus line d)	e	

**Part V List of Officers, Directors, Trustees, and Key Employees (List each one even if not compensated; see instructions.)**

(A) Name and address	(B) Title and average hours per week devoted to position	(C) Compensation (if not paid, enter -0-)	(D) Contributions to employee benefit plans and deferred compensation	(E) Expense account and other allowances
JET TONEY SAME AS PAGE ONE	PRESIDENT NONE	0.	0.	0.
ROB MONROE SAME AS PAGE ONE	VICE PRESIDENT NONE	0.	0.	0.
GREG WILKINS SAME AS PAGE ONE	VICE PRESIDENT NONE	0.	0.	0.
ROB LANGSTON SAME AS PAGE ONE	TREASURER NONE	0.	0.	0.
LEAH GARNER SAME AS PAGE ONE	SECRETARY NONE	0.	0.	0.
MARY PRIEST SAME AS PAGE ONE	SECRETARY NONE	0.	0.	0.

75 Did any officer, director, trustee, or key employee receive aggregate compensation of more than \$100,000 from your organization and all related organizations, of which more than \$10,000 was provided by the related organizations?  Yes  No  
If 'Yes,' attach schedule - see instructions.

Part VI Other Information (See instructions.)

76 Did the organization engage in any activity not previously reported to the IRS? If 'Yes,' attach a detailed description of each activity
77 Were any changes made in the organizing or governing documents but not reported to the IRS?
78a Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?
78b If 'Yes,' has it filed a tax return on Form 990-T for this year?
79 Was there a liquidation, dissolution, termination, or substantial contraction during the year?
80a Is the organization related (other than by association with a statewide or nationwide organization) through common membership, governing bodies, trustees, officers, etc, to any other exempt or nonexempt organization?
80b If 'Yes,' enter the name of the organization
81a Enter direct and indirect political expenditures. See line 81 instructions
81b Did the organization file Form 1120-POL for this year?
82a Did the organization receive donated services or the use of materials, equipment, or facilities at no charge or at substantially less than fair rental value?
82b If 'Yes,' you may indicate the value of these items here. Do not include this amount as revenue in Part I or as an expense in Part II.
83a Did the organization comply with the public inspection requirements for returns and exemption applications?
83b Did the organization comply with the disclosure requirements relating to quid pro quo contributions?
84a Did the organization solicit any contributions or gifts that were not tax deductible?
84b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?
85 501(c)(4), (5), or (6) organizations. a Were substantially all dues nondeductible by members?
85b Did the organization make only in-house lobbying expenditures of \$2,000 or less?
85c Dues, assessments, and similar amounts from members
85d Section 162(e) lobbying and political expenditures
85e Aggregate nondeductible amount of section 6033(e)(1)(A) dues notices
85f Taxable amount of lobbying and political expenditures (line 85d less 85e)
85g Does the organization elect to pay the section 6033(e) tax on the amount on line 85f?
85h If section 6033(e)(1)(A) dues notices were sent, does the organization agree to add the amount on line 85f to its reasonable estimate of dues allocable to nondeductible lobbying and political expenditures for the following tax year?
86 501(c)(7) organizations. Enter: a Initiation fees and capital contributions included on line 12
86b Gross receipts, included on line 12, for public use of club facilities
87 501(c)(12) organizations. Enter: a Gross income from members or shareholders
87b Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)
88 At any time during the year, did the organization own a 50% or greater interest in a taxable corporation or partnership, or an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3?
89a 501(c)(3) organizations. Enter: Amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955
89b 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year?
90a List the states with which a copy of this return is filed
90b Number of employees employed in the pay period that includes March 12, 2004
91 The books are in care of
92 Section 4947(a)(1) nonexempt charitable trusts filing Form 990 in lieu of Form 1041

**Part VII Analysis of Income-Producing Activities** (See instructions)

Note: Enter gross amounts unless otherwise indicated

- 93 Program service revenue:
  - a BANQUET
  - b CAMP
  - c PROGRAM SALES
  - d
  - e
  - f Medicare/Medicaid payments . . .
  - g Fees & contracts from government agencies
- 94 Membership dues and assessments
- 95 Interest on savings & temporary cash invmnts
- 96 Dividends & interest from securities
- 97 Net rental income or (loss) from real estate:
  - a debt-financed property . . . . .
  - b not debt-financed property. . . . .
- 98 Net rental income or (loss) from pers prop . . . . .
- 99 Other investment income . . . . .
- 100 Gain or (loss) from sales of assets other than inventory . . . . .
- 101 Net income or (loss) from special events . . . . .
- 102 Gross profit or (loss) from sales of inventory . . . . .
- 103 Other revenue: a
- b
- c
- d
- e
- 104 Subtotal (add columns (B), (D), and (E)) . . . . .
- 105 Total (add line 104, columns (B), (D), and (E)) . . . . .

Unrelated business income		Excluded by section 512, 513, or 514		(E) Related or exempt function income
(A) Business code	(B) Amount	(C) Exclusion code	(D) Amount	
				3,788.
				3,300.
				62,861.
				53,109.
		2	36,810.	
		3	4,707.	
			41,517.	123,058.
				164,575.

Note: Line 105 plus line 1d, Part I, should equal the amount on line 12, Part I.

**Part VIII Relationship of Activities to the Accomplishment of Exempt Purposes** (See instructions.)

Line No.	Explain how each activity for which income is reported in column (E) of Part VII contributed importantly to the accomplishment of the organization's exempt purposes (other than by providing funds for such purposes).
7	SEE STATEMENT 7

**Part IX Information Regarding Taxable Subsidiaries and Disregarded Entities** (See instructions.)

(A) Name, address, and EIN of corporation, partnership, or disregarded entity	(B) Percentage of ownership interest	(C) Nature of activities	(D) Total income	(E) End-of-year assets
N/A	%			
	%			
	%			
	%			

**Part X Information Regarding Transfers Associated with Personal Benefit Contracts** (See instructions.)

- a Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?  Yes  No
- b Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?  Yes  No

Note: If 'Yes' to (b), file Form 8870 and Form 4720 (see instructions).

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Please Sign Here

Signature of officer: **TAXPAYER'S COPY** Date: \_\_\_\_\_

Type or print name and title: \_\_\_\_\_

**Paid Preparer's Use Only**

Preparer's signature: **Michael O'Brien** Date: **3/25/05**

Firm's name (or yours if self-employed), address, and ZIP + 4: **MIKE O'BRIEN & COMPANY, P.C. 1832 INDEPENDENCE SQUARE, STE. A DUNWOODY, GA 30328**

Check if self-employed:  Preparer's SSN or PTIN (See General Instruction W): **P00091775**

EIN: **58-2061613**

Phone no.: **7705120520**

**SCHEDULE A**  
(Form 990 or 990-EZ)

**Organization Exempt Under  
Section 501(c)(3)**

OMB No 1545-0047

(Except Private Foundation) and Section 501(e), 501(f), 501(k),  
501(n), or Section 4947(a)(1) Nonexempt Charitable Trust  
Supplementary Information — (See separate instructions.)

**2004**

Department of the Treasury  
Internal Revenue Service

▶ **MUST be completed by the above organizations and attached to their Form 990 or 990-EZ.**

Name of the organization

GRAYSON TOUCHDOWN CLUB, INC.

Employer identification number

58-2535749

**Part I Compensation of the Five Highest Paid Employees Other Than Officers, Directors, and Trustees**  
(See instructions. List each one. If there are none, enter 'None'.)

(a) Name and address of each employee paid more than \$50,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account and other allowances
NONE				
-----				
-----				
-----				
-----				
Total number of other employees paid over \$50,000	0			

**Part II Compensation of the Five Highest Paid Independent Contractors for Professional Services**  
(See instructions. List each one (whether individuals or firms). If there are none, enter 'None'.)

(a) Name and address of each independent contractor paid more than \$50,000	(b) Type of service	(c) Compensation
NONE		
-----		
-----		
-----		
-----		
Total number of others receiving over \$50,000 for professional services	0	

**Part III** Statements About Activities (See instructions.)

Yes No

1 During the year, has the organization attempted to influence national, state, or local legislation, including any attempt to influence public opinion on a legislative matter or referendum? If 'Yes,' enter the total expenses paid or incurred in connection with the lobbying activities .. ► \$ N/A  
(Must equal amounts on line 38, Part VI-A, or line i of Part VI-B.)

1 X

Organizations that made an election under section 501(h) by filing Form 5768 must complete Part VI-A. Other organizations checking 'Yes' must complete Part VI-B AND attach a statement giving a detailed description of the lobbying activities.

2 During the year, has the organization, either directly or indirectly, engaged in any of the following acts with any substantial contributors, trustees, directors, officers, creators, key employees, or members of their families, or with any taxable organization with which any such person is affiliated as an officer, director, trustee, majority owner, or principal beneficiary? (If the answer to any question is 'Yes,' attach a detailed statement explaining the transactions.)

a Sale, exchange, or leasing of property? ..

2a X

b Lending of money or other extension of credit? ..

2b X

c Furnishing of goods, services, or facilities? ..

2c X

d Payment of compensation (or payment or reimbursement of expenses if more than \$1,000)? ..

2d X

e Transfer of any part of its income or assets? ..

2e X

3a Do you make grants for scholarships, fellowships, student loans, etc? (If 'Yes,' attach an explanation of how you determine that recipients qualify to receive payments.) ..

3a X

b Do you have a section 403(b) annuity plan for your employees? ..

3b X

4a Did you maintain any separate account for participating donors where donors have the right to provide advice on the use or distribution of funds? ..

4a X

b Do you provide credit counseling, debt management, credit repair, or debt negotiation services? ..

4b X

**Part IV** Reason for Non-Private Foundation Status (See instructions.)

The organization is not a private foundation because it is: (Please check only **ONE** applicable box.)

5  A church, convention of churches, or association of churches. Section 170(b)(1)(A)(i).

6  A school. Section 170(b)(1)(A)(ii). (Also complete Part V.)

7  A hospital or a cooperative hospital service organization. Section 170(b)(1)(A)(iii).

8  A Federal, state, or local government or governmental unit. Section 170(b)(1)(A)(v).

9  A medical research organization operated in conjunction with a hospital. Section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state ►

10  An organization operated for the benefit of a college or university owned or operated by a governmental unit. Section 170(b)(1)(A)(iv). (Also complete the **Support Schedule** in Part IV-A.)

11a  An organization that normally receives a substantial part of its support from a governmental unit or from the general public. Section 170(b)(1)(A)(vi). (Also complete the **Support Schedule** in Part IV-A.)

11b  A community trust. Section 170(b)(1)(A)(vi). (Also complete the **Support Schedule** in Part IV-A.)

12  An organization that normally receives: (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its charitable, etc, functions - subject to certain exceptions, and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Also complete the **Support Schedule** in Part IV-A.)

13  An organization that is not controlled by any disqualified persons (other than foundation managers) and supports organizations described in: (1) lines 5 through 12 above; or (2) section 501(c)(4), (5), or (6), if they meet the test of section 509(a)(2). (See section 509(a)(3).)

Provide the following information about the supported organizations. (See instructions.)

(a) Name(s) of supported organization(s)	(b) Line number from above

14  An organization organized and operated to test for public safety. Section 509(a)(4). (See instructions.)

**Part IV-A Support Schedule** (Complete only if you checked a box on line 10, 11, or 12.) *Use cash method of accounting.*

**Note:** You may use the worksheet in the instructions for converting from the accrual to the cash method of accounting.

Calendar year (or fiscal year beginning in) . . . . .	(a) 2003	(b) 2002	(c) 2001	(d) 2000	(e) Total
15 Gifts, grants, and contributions received. (Do not include unusual grants. See line 28.) . . . . .	42,039.	140,582.	108,903.	82,299.	373,823.
16 Membership fees received. . . . .	55,086.	50,320.	29,625.	7,450.	142,481.
17 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to the organization's charitable, etc., purpose . . . . .	145,820.	148,495.	36,995.	20,248.	351,558.
18 Gross income from interest, dividends, amounts received from payments on securities loans (section 512(a)(5)), rents, royalties, and unrelated business taxable income (less section 511 taxes) from businesses acquired by the organization after June 30, 1975. . . . .					
19 Net income from unrelated business activities not included in line 18. . . . .					
20 Tax revenues levied for the organization's benefit and either paid to it or expended on its behalf. . . . .					
21 The value of services or facilities furnished to the organization by a governmental unit without charge. Do not include the value of services or facilities generally furnished to the public without charge . . . . .					
22 Other income. Attach a schedule. Do not include gain or (loss) from sale of capital assets. . . . .					
23 Total of lines 15 through 22 . . . . .	242,945.	339,397.	175,523.	109,997.	867,862.
24 Line 23 minus line 17 . . . . .	97,125.	190,902.	138,528.	89,749.	516,304.
25 Enter 1% of line 23. . . . .	2,429.	3,394.	1,755.	1,100.	
26 Organizations described on lines 10 or 11: a Enter 2% of amount in column (e), line 24. . . . .					26a 10,326.
b Prepare a list for your records to show the name of and amount contributed by each person (other than a governmental unit or publicly supported organization) whose total gifts for 2000 through 2003 exceeded the amount shown in line 26a. Do not file this list with your return. Enter the total of all these excess amounts . . . . .					26b
c Total support for section 509(a)(1) test: Enter line 24, column (e) . . . . .					26c 516,304.
d Add: Amounts from column (e) for lines: 18 _____ 19 _____ 22 _____ 26b _____					26d
e Public support (line 26c minus line 26d total) . . . . .					26e 516,304.
f Public support percentage (line 26e (numerator) divided by line 26c (denominator)). . . . .					26f 100.00 %
27 Organizations described on line 12: N/A					
a For amounts included in lines 15, 16, and 17 that were received from a 'disqualified person,' prepare a list for your records to show the name of, and total amounts received in each year from, each 'disqualified person.' Do not file this list with your return. Enter the sum of such amounts for each year: (2003) _____ (2002) _____ (2001) _____ (2000) _____					
b For any amount included in line 17 that was received from each person (other than 'disqualified persons'), prepare a list for your records to show the name of, and amount received for each year, that was more than the larger of (1) the amount on line 25 for the year or (2) \$5,000. (Include in the list organizations described in lines 5 through 11, as well as individuals.) Do not file this list with your return. After computing the difference between the amount received and the larger amount described in (1) or (2), enter the sum of these differences (the excess amounts) for each year: (2003) _____ (2002) _____ (2001) _____ (2000) _____					
c Add: Amounts from column (e) for lines: 15 _____ 16 _____ 17 _____ 20 _____ 21 _____					27c
d Add: Line 27a total _____ and line 27b total . . . . .					27d
e Public support (line 27c total minus line 27d total) . . . . .					27e
f Total support for section 509(a)(2) test: Enter amount from line 23, column (e) . . . . .					27f
g Public support percentage (line 27e (numerator) divided by line 27f (denominator)) . . . . .					27g %
h Investment income percentage (line 18, column (e) (numerator) divided by line 27f (denominator)) . . . . .					27h %

28 Unusual Grants: For an organization described in line 10, 11, or 12 that received any unusual grants during 2000 through 2003, prepare a list for your records to show, for each year, the name of the contributor, the date and amount of the grant, and a brief description of the nature of the grant. Do not file this list with your return. Do not include these grants in line 15.

**Part V Private School Questionnaire** (See instructions.)  
 (To be completed ONLY by schools that checked the box on line 6 in Part IV)

N/A

		Yes	No
29	Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?		
30	Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?		
31	Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If 'Yes,' please describe; if 'No,' please explain. (If you need more space, attach a separate statement.)		
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32	Does the organization maintain the following:		
a	Records indicating the racial composition of the student body, faculty, and administrative staff?		
b	Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis?		
c	Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?		
d	Copies of all material used by the organization or on its behalf to solicit contributions?		
If you answered 'No' to any of the above, please explain. (If you need more space, attach a separate statement.)			
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-----			
33	Does the organization discriminate by race in any way with respect to:		
a	Students' rights or privileges?		
b	Admissions policies?		
c	Employment of faculty or administrative staff?		
d	Scholarships or other financial assistance?		
e	Educational policies?		
f	Use of facilities?		
g	Athletic programs?		
h	Other extracurricular activities?		
If you answered 'Yes' to any of the above, please explain. (If you need more space, attach a separate statement.)			
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34a	Does the organization receive any financial aid or assistance from a governmental agency?		
b	Has the organization's right to such aid ever been revoked or suspended? If you answered 'Yes' to either 34a or b, please explain using an attached statement.		
35	Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev Proc 75-50, 1975-2 C.B. 587, covering racial nondiscrimination? If 'No,' attach an explanation.		

**Part VI-A Lobbying Expenditures by Electing Public Charities** (See instructions.)  
 (To be completed **ONLY** by an eligible organization that filed Form 5768)

N/A

Check  **a** if the organization belongs to an affiliated group. Check  **b** if you checked 'a' and 'limited control' provisions apply.

Limits on Lobbying Expenditures (The term 'expenditures' means amounts paid or incurred.)		(a) Affiliated group totals	(b) To be completed for ALL electing organizations
<b>36</b>	Total lobbying expenditures to influence public opinion (grassroots lobbying) . . . . .	<b>36</b>	
<b>37</b>	Total lobbying expenditures to influence a legislative body (direct lobbying) . . . . .	<b>37</b>	
<b>38</b>	Total lobbying expenditures (add lines 36 and 37) . . . . .	<b>38</b>	
<b>39</b>	Other exempt purpose expenditures . . . . .	<b>39</b>	
<b>40</b>	Total exempt purpose expenditures (add lines 38 and 39) . . . . .	<b>40</b>	
<b>41</b>	Lobbying nontaxable amount. Enter the amount from the following table – If the amount on line 40 is –                      The lobbying nontaxable amount is – Not over \$500,000 . . . . . 20% of the amount on line 40 . . . . . Over \$500,000 but not over \$1,000,000 . . . . . \$100,000 plus 15% of the excess over \$500,000 Over \$1,000,000 but not over \$1,500,000 . . . . . \$175,000 plus 10% of the excess over \$1,000,000 Over \$1,500,000 but not over \$17,000,000 . . . . . \$225,000 plus 5% of the excess over \$1,500,000 Over \$17,000,000 . . . . . \$1,000,000 . . . . .	<b>41</b>	
<b>42</b>	Grassroots nontaxable amount (enter 25% of line 41) . . . . .	<b>42</b>	
<b>43</b>	Subtract line 42 from line 36. Enter -0- if line 42 is more than line 36. . . . .	<b>43</b>	
<b>44</b>	Subtract line 41 from line 38. Enter -0- if line 41 is more than line 38 . . . . .	<b>44</b>	
<b>Caution:</b> If there is an amount on either line 43 or line 44, you must file Form 4720.			

**4-Year Averaging Period Under Section 501(h)**

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the instructions for lines 45 through 50.)

Calendar year (or fiscal year beginning in) ▶	Lobbying Expenditures During 4-Year Averaging Period				
	(a) 2004	(b) 2003	(c) 2002	(d) 2001	(e) Total
<b>45</b> Lobbying nontaxable amount . . . . .					
<b>46</b> Lobbying ceiling amount (150% of line 45(e)) . . . . .					
<b>47</b> Total lobbying expenditures . . . . .					
<b>48</b> Grassroots non-taxable amount . . . . .					
<b>49</b> Grassroots ceiling amount (150% of line 48(e)) . . . . .					
<b>50</b> Grassroots lobbying expenditures . . . . .					

**Part VI-B Lobbying Activity by Nonelecting Public Charities**

(For reporting only by organizations that did not complete Part VI-A) (See instructions.)

During the year, did the organization attempt to influence national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:	Yes	No	Amount
<b>a</b> Volunteers . . . . .		X	
<b>b</b> Paid staff or management (Include compensation in expenses reported on lines c through h.) . . . . .		X	
<b>c</b> Media advertisements . . . . .		X	
<b>d</b> Mailings to members, legislators, or the public . . . . .		X	
<b>e</b> Publications, or published or broadcast statements . . . . .		X	
<b>f</b> Grants to other organizations for lobbying purposes . . . . .		X	
<b>g</b> Direct contact with legislators, their staffs, government officials, or a legislative body . . . . .		X	
<b>h</b> Rallies, demonstrations, seminars, conventions, speeches, lectures, or any other means . . . . .		X	
<b>i</b> Total lobbying expenditures (add lines c through h.) . . . . .			0.

If 'Yes' to any of the above, also attach a statement giving a detailed description of the lobbying activities.



GRAYSON TOUCHDOWN CLUB, INC  
58-2535749

PART VI  
QUESTION 2

THE GRAYSON TOUCHDOWN CLUB IS A SUPPLEMENTAL ORGANIZATION TO GRAYSON HIGH SCHOOL, A MEMBER OF GWINNETT COUNTY PUBLIC SCHOOL SYSTEM. IT WAS CREATED TO PROVIDE THE ENTIRE FINANCIAL SUPPORT FOR THE HIGH SCHOOL FOOTBALL PROGRAM, WHICH IS NOT PROVIDED BY GWINNETT COUNTY. ALL ACTIVITIES ARE CONDUCTED BY VOLUNTEER MEMBERS AND OFFICERS, AND CONSIST OF THE FOLLOWING:

- (1) MAINTENANCE AND EQUIPMENT FOR STADIUM,, FACILITIES, GAME FIELD AND PRACTICE FIELDS.
- (2) PURCHASE OF UNIFORMS AND FOOTBALL EQUIPMENT FOR ALL PLAYERS.
- (3) PURCHASE WEIGHT LIFTING EQUIPMENT AND LOCKERS FOR PLAYERS.
- (4) TO PROVIDE PLAYERS WITH PRE-GAME MEALS AND ANY BUS SERVICE TO GAMES NOT PLAYED AT THE GRAYSON HIGH SCHOOL FIELD.
- (5) TO PROVIDE AND/OR PURCHASE VIDEO EQUIPMENT AND ACCESSORIES TO FILM EACH GAME.
- (6) TO PROVIDE RELATED MISCELLANEOUS SUPPLIES FOR THE MAINTENANCE OF THE STADIUM AND FOOTBALL PROGRAM.

ALL EQUIPMENT PURCHASED SHALL BECOME THE PROPERTY OF GRAYSON HIGH SCHOOL, AND THE GWINNETT COUNTY PUBLIC SCHOOL SYSTEM.

PART VIII  
QUESTION 4a

THE GRAYSON HIGH SCHOOL TOUCHDOWN CLUB FUNDRAISING PROGRAM IS CONDUCTED BY VOLUNTEER MEMBERS AND OFFICERS AND CONSISTED OF MAKING INDIVIDUAL CONTACTS WITH INDIVIDUALS AND LOCAL AREA BUSINESSES IN GRAYSON, LAWRENCEVILLE AND SNELLVILLE GEORGIA. TELEPHONE CALLS WERE MADE TO VARIOUS CORPORATION. NO FORMAL MAILINGS WERE USED AND FUNDRAISING ACTIVITIES FOCUSED ON THE FOLLOWING:

- (1) ANNUAL GOLF TOURNAMENT
- (2) MEMBERSHIP DUES
- (3) SIDELINE ADVERTISING SALES
- (4) CONCESSION SALES
- (5) SALE OF LOCAL AREA MERCHANT DISCOUNT CARDS
- (6) ADVERTISING SPACE IN GAME PROGRAMS

- (7) PLAYER'S FUNDRAISERS
- (8) SPIRIT WEAR SALES

QUESTION 15

GRAYSON HIGH SCHOOL TOUCHDOWN CLUB ONE AND ONLY CLOSE CONNECTIONS SHALL BE TO GRAYSON HIGH SCHOOL GRAYSON, GA

SCHEDULE D  
SECTION II

6a ALL INCOME IS PLEDGED TO THE SUPPORT OF GRAYSON HIGH SCHOOL FOOTBALL.

6d GWINNETT COUNTY PUBLIC SCHOOL SYSTEM

SCHEDULE G

2d GRAYSON HIGH SCHOOL TOUCHDOWN CLUB HAS DONE THE FOLLOWING CORRECTIONS TO RE-ESTABLISH TAX EXEMPTION:

- (1) HAS FILED ALL FORM 990 AS REQUIRED
- (2) ANY AND ALL DOCUMENTS NECESSARY FOR THE COMPLIANCE OF THE TAX STATUS SHALL BE REVIEWED BY ALL OFFICERS AND SUCH DOCUMENTS SHALL BE MAILED WITH A RETURN REQUESTED RECEIPT.
- (3) HAS SOLICITED PROFESSIONAL HELP, INSTEAD OF RELYING ON VOLUNTEERS ONLY, REGARDING DOCUMENTS FOR COMPLIANCE.

# Secretary of State

Corporations Division

315 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

CONTROL NUMBER: 0012816  
EFFECTIVE DATE: 03/14/2000  
COUNTY : GWINNETT  
REFERENCE : 0070  
PRINT DATE : 03/17/2000  
FORM NUMBER : 311

BYRNE & COUNTS, LLC  
GREGG P. COUNTS  
2138 EAST MAIN STREET  
SNELLVILLE GA 30078

## CERTIFICATE OF INCORPORATION


I, Cathy Cox, the Secretary of State and the Corporation Commissioner of the State of Georgia, do hereby certify under the seal of my office that

**GRAYSON TOUCHDOWN CLUB, INC.  
A DOMESTIC NONPROFIT CORPORATION**

has been duly incorporated under the laws of the State of Georgia on the effective date stated above by the filing of articles of incorporation in the office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta and the State of Georgia on the date set forth above.



  
CATHY COX  
SECRETARY OF STATE



**GRAYSON TOUCHDOWN CLUB, INC.**

**ARTICLES OF INCORPORATION**

**ARTICLE I**

The name of the Corporation is:

GRAYSON TOUCHDOWN CLUB, INC.

**ARTICLE II**

The Corporation is organized pursuant to the Georgia Nonprofit Corporation Code.

**ARTICLE III**

The Corporation shall have members. The number, qualifications for and other matters relating to its members shall be as set forth in the Bylaws of the Corporation.

**ARTICLE IV**

The initial registered office of the Corporation, shall be at: 2138 East Main Street, Snellville, Georgia 30078 in Gwinnett County. The initial registered agent of the Corporation at such address shall be: David Pence.

**ARTICLE V**

The name and address of the incorporator is: David Pence, 2138 East Main Street, Snellville, Georgia 30078.

**ARTICLE VI**

The purpose for which the Corporation is formed are the following:

(A) The corporation is organized exclusively for charitable, educational and scientific purposes, within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of

1986, as amended (or the corresponding provision of any future United States Internal Revenue Law).

(B) This Corporation is not organized and shall not be operated for pecuniary gain or profit. No part of the property or net earnings of the Corporation shall inure to the benefit or be distributable to its directors, officers or other private persons, except that the 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 Article VI of these Articles. The Corporation shall not carry on propaganda, or otherwise attempt to influence legislation to such extent as would result in loss of its exemption from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and the Corporation shall not participate in, or intervene in (including publication or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986, as amended (or the corresponding provision of any future United States Internal Revenue Law).

## ARTICLE VII

The affairs of the Corporation shall be managed by a Board of Directors. The number of directors of the Corporation and method of election shall be established in the bylaws.

## ARTICLE VIII

The initial Board of Directors shall consist of six (6) members whose names and addresses are:

Carl Smith  
P.O. Box 104  
Grayson, Georgia, 30017

Dennis Watson  
2103 Graystone Parkway  
Grayson, Georgia 30017

Steven Johnson  
611 Kodiak Court  
Grayson, Georgia 30017

Kevin T. Gaines  
430 Grove Ridge Drive  
Loganville, Georgia, 30249

Jack D. Britt  
161 Paper Mill Road  
Lawrenceville, Georgia 30245

David Pence  
1135 Pinehurst Trail  
Grayson, Georgia, 30017

## ARTICLE IX

Upon the dissolution of the Corporation's affairs, the Board of Directors shall, after paying or making provision for the payment of a liabilities of the Corporation, distribute, transfer, convey, deliver and pay over all of the assets of the Corporation, then remaining in the hands of the Corporation to any other organization qualifying under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended as an exempt organization, to be used exclusively for charitable, educational and scientific purposes, as described in Article VI of these Articles. In the event that, for any reason, upon dissolution of the Corporation the Board of Directors shall fail to act in the manner herein provided within a reasonable period of time, the Judge of the Superior Court of Gwinnett County, Georgia shall make such distribution, exclusively upon the application of one or more persons having a real interest in the Corporation or its assets.

## ARTICLE X

(a) The Corporation shall distribute its income for each taxable year at such time and in such manner a not to become subject to the tax on undistributed income imposed by Section

4942 of the Internal Revenue Code of 1986, as amended (or corresponding provisions of any subsequent federal tax laws).

(b) The Corporation shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code of 1986, as amended (or corresponding provisions of any subsequent federal tax laws).

(c) The Corporation shall not retain any excess business holding as defined in Section 4943(c) of the Internal Revenue Code of 1986, as amended (or corresponding provisions of any subsequent federal tax laws).

(d) The Corporation shall not invest in such a manner as to subject it to tax under Section 4944 of the Internal Revenue Code of 1986, as amended (or corresponding provisions of any subsequent federal tax laws).

(e) The Corporation shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code of 1986, as amended (or corresponding provisions of any subsequent federal tax laws).

## ARTICLE XI

(a) Each person who is or was a director or officer of the Corporation, and each person who is or was a director or officer of the Corporation who at the request of the Corporation is serving or has served as an officer, director, partner, joint venturer or trustee of another corporation, partnership, joint venture, trust or other enterprise shall be indemnified by the Corporation against those expenses (including attorneys' fees), judgements, fines, and amounts paid in settlement which are allowed to be paid, advanced or reimbursed by the Corporation under the laws of the State of Georgia and which are actually and reasonably incurred in connection with any action, suit, or proceeding, pending or threatened, whether civil, criminal,

arbitrative, administrative, or investigative, whether formal or informal, in which such person may be involved by reason of his being or having been a director or officer of this Corporation or of such other enterprises. Such indemnification, reimbursement or advance shall be made only in accordance with the laws of the State of Georgia, including the Georgia Nonprofit Corporation Code, subject to the conditions prescribed under such statutory provisions.

(b) In any instance where the laws of the State of Georgia permit indemnification, reimbursement or advances to be provided to persons who are or have been an officer or director of the Corporation or who are or have been an officer, director, partner, joint venturer or trustee of any such other enterprise only on a determination that certain specified standards of conduct have been met, that all statutory requirements and procedures have been satisfied, and that upon application for indemnification, reimbursement or advances by any such person the Corporation shall promptly cause such determination to be made in accordance with the statutory procedures of Georgia law.

(c) Nothing in this Article shall be construed as limiting the applicability and scope of Georgia law with respect to indemnification, reimbursement and advances for expenses; further, as a condition to any such right of indemnification, the Corporation may require that it be permitted to participate in the defense of any such action or proceeding through legal counsel designated by the Corporation and at the expense of the Corporation.

(d) In accordance with the law of the State of Georgia, the Corporation may purchase and maintain insurance on behalf of any such persons whether or not the Corporation would have the power to indemnify such officers and directors against any liability under the laws of the State of Georgia. Any expenses or other amounts that are paid by way of insurance, or by indemnification, reimbursement, or advances of funds other than by court order, action by

shareholders in accordance with the applicable provisions of the laws of the State of Georgia.

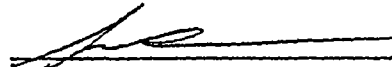
**ARTICLE XII**

The mailing address of the initial principal office of the corporation is:

Grayson Touchdown Club, Inc.  
P.O. Box 104,  
Grayson, Georgia 30017.  
Gwinnett County

IN WITNESS WHEREOF, the undersigned has executed these Articles of  
Incorporation this 10<sup>th</sup> day of March, 2000.

BYRNE & COUNTS, LLC

  
Gregg P. Counts  
Attorney for Incorporator  
2138 East Main Street  
Snellville, Georgia 30078  
(770) 979-4300

SECRETARY OF STATE  
Mar 14 9 52 AM '00  
BSR (4)

GRAYSON TOUCHDOWN CLUB INC  
P.O. BOX 104  
GRAYSON, GA 30017

BY-LAWS

**Section 1 - Purpose**

The organization shall be known as the Grayson Touchdown Club, Incorporated and may be referred to as the TOUCHDOWN CLUB. The Touchdown Club is a non-profit, non-partisan and non-sectarian organization which seeks to be a resource for the support and enhancement of the Grayson High School Football Program through activities and contributions as directed or requested by the Varsity Head Coach of that program. The members of the Touchdown Club have the sole right to govern and control those activities and contributions through elected officers when acting within granted authority and under the direction of the Varsity Head Coach.

The objectives of the Touchdown Club are as follows:

1. Support the Football program and general welfare of the players / managers / students.
2. Enhance the Football program at Grayson High School.
3. Support and promote the student interest in the Football program.
4. Maintain the fraternalism and high standards of conduct among the members.
5. Foster a closer relationship between the Grayson High School and the Grayson community.

**Section 2 - Membership** Any person interested in Grayson High School shall be eligible for membership, and once accepted, a member shall have equal rights and privileges with all other members,

Types of membership:

1. **Annual** This is a membership which is valid for a period of one calendar year. This type of membership requires the payment of annual dues. The amount of annual dues is based on a recommendation of the officers and approved by a majority vote of the members present at the meeting the vote is taken.

2. **Honorary** Members of the Touchdown Club have the option to nominate a person to an honorary membership in recognition of special service or exceptional contribution to the Touchdown Club. Honorary membership would require a favorable recommendation of a majority of the officers and coaches and must be approved by the majority of club members present at the meeting the vote is taken.

Annual membership dues are concurrent with the calendar year. They are due by March 1st and are payable to the Membership Chairperson and/or Club Treasurer. Each paid member has the right to attend club meetings, vote and to attend the annual Football Banquet. Dues are 100% refundable on or before August 31, if a player quits and an officer is notified. No refunds will be considered on or after September 1st.

There shall further be a Hardship type of membership. The Hardship membership shall be approved by the Varsity Head Coach. A Hardship membership should be granted by the Varsity Head Coach solely based upon the member's financial inability to pay the annual dues.

All memberships are considered family memberships. Family membership is defined as player(s) immediate family in the home the player(s) lives, and any divorced parent and his or her present spouse with whom the player(s) does not presently live.

### **Section 3 - Officers Election**

The elected officers of the Touchdown Club shall be: President or Co-Presidents, Vice President or Co-Vice Presidents, Recording Secretary, Corresponding Secretary, Treasurer and three Members-at-Large. Each officer must be an active member and will be elected by a majority of the members present at the election. The term of office will be for one year and will run from January to December.

No one person may serve more than two consecutive terms in any one office.

The regular election of officers shall be handled as follows:

1. At the October business meeting, the President shall appoint a nominating committee.
2. The nominating committee shall make its report at the November business meeting. After the nominating committee makes its report, nominations shall be accepted from the floor.
3. A vote will be taken at this meeting. The member receiving a

majority of the votes for each office shall be declared elected.

4.

A run-off election between the two nominees receiving the highest number of votes shall be held immediately in the event no nominee receives a majority of the votes cast on the first ballot.

The removal of officers shall be handled by written recommendation to the Varsity Head Coach. Such motion shall be voted on at the next regularly scheduled business meeting of the club. An officer shall only be removed from office by a 2/3 vote of those members present at the meeting the vote is taken. For officers other than President in which an officer is removed from office, the office will be filled by having a special election at the next regularly scheduled Club meeting after taking nominations from the floor to fill said office. If the President is removed from office, the Vice President would automatically become the President and a new Vice President would be elected as outlined above. When the Club has two Vice Presidents a vote will be taken between the Co-Vice Presidents and the one receiving the most votes will be President.

The Executive Committee shall be composed of the President/Co-Presidents, Past President, Vice President/Co-Vice Presidents, Recording and Corresponding Secretaries, Treasurer, Members-at-Large, Mom's Club President, Public Relations Director and the Varsity Head Coach.

#### **Section 4 - Duties of Officers**

The President/Co-Presidents shall preside at all meetings of the Club, and conduct the same according to the rules adopted; he/she/they shall enforce due observance of these by-laws; decide all questions of order; sign all documents that are adopted by the Club; be an ex-officio member of all committees; perform all customary duties pertaining to the office of President, and shall turn over everything in his/her/their possession belonging the Club to his/her./their successor at the expiration of his/her/their term of office.

The Vice President/Co-Vice Presidents shall assume all the duties of the President in the absence of the President, and shall be an ex-officio member of all committees. The Vice President(s) shall assume the un-expired term of the President upon the President's resignation, removal or death. He/she/they shall turn over everything in his/her/their possession belonging to the Club to his/her/their successor at the expiration of his/her/their term of office. The Vice President(s) shall be responsible for the Football Program.

The Recording Secretary shall keep a record of the proceedings of all meetings; keep a roll of members in conjunction with the Treasurer / Membership

Chairperson; read and/or provide minutes of all meetings; insure notification of every club member prior to each meeting. He/she shall turn over everything in his/her possession belonging to the Club to his/her successor at the expiration of his/her term of office.

The Corresponding Secretary shall carry on all correspondence; write thank you notes to all guest speakers and other such persons and organizations obliging the Club by their efforts and favors; send cards of condolence and/or flowers; keep records of all correspondence. In the event that the Recording Secretary can not attend a meeting the Corresponding Secretary will record the meeting. He/she shall turn over everything in his/her possession belonging to the Club to his/her successor at the expiration of his/her term of office.

The Treasurer shall receive and receipt for all monies paid to the Club; all funds received shall be deposited in the Club bank account within fifteen (15) days; pay bills in the amount of \$50.00 or less. bills and/or payments amounting to more than \$50.00 require authorization of the committee chairperson responsible for the budget expenditure; the Treasurer shall give a report at each business meeting of the income and expenditures of Club funds for the past month, and shall give a report of the financial status of the Club at the end of his/her term of office. The Executive Committee shall be responsible for preparing an annual budget to be presented at the December meeting of the Club. The Treasurer shall turn over everything in his/her possession belonging to the Club to his/her successor at the expiration of his/her term of office.

### **Section 5 - Meetings**

The business meeting of the Club will be held the third Monday of each month. A meeting will be held every Monday night following a football game to review the game film during the football season. The business meeting may be cancelled or rescheduled by the President/Co-Presidents upon the approval of the Executive Committee.

Special Meetings may be called by the President/Co-Presidents upon written request of any five (5) members of the Club, and for this purpose, the President/Co-Presidents may sign such a request. The Recording Secretary shall assure notice to all Club members of special meetings within at least 48 hours.

An exception can be made only at the request of the Varsity Head Coach and then a minimum 24 hours notice is required for a special meeting. Only such business as is designated in the notice shall be transacted at the special meeting except where the meeting is called to take place of a regular meeting in which case any business may be transacted.

### **Section 6 - Finances**

The finances of the Club shall be under the general direction of the Executive Committee. A minimum of two (2) persons shall be eligible to sign any check made on the bank account of the Club. Persons authorized to sign checks on the checking account of the Club are the President/Co-President, Vice President/Co-Vice Presidents, Treasurer and Secretaries.

The Club shall be responsible for fund raising and may in conjunction with any other school-recognized club, sponsor mutual fund raising events, distribution of funds pro rata to be determined prior to the event.

A Finance Committee shall be appointed by the President/Co-Presidents. At the end of each year, it shall be the duty of the Finance Committee to review the accounts of the Treasurer and render a report of the findings of the Club.

### **Section 7 - Amendments / Rules**

Robert's Rules of Order shall govern all proceedings except in the case of conflict with these By-laws, in which case the By-laws shall govern.

A majority of members in good standing present at a meeting shall constitute a quorum for the transaction of all business. These By-laws may be amended by a 2/3 vote of those members present at the meeting. A proposed amendment of change to the By-laws must be proposed at one meeting and may not be voted on until the next regularly scheduled Club meeting.

The President/Co-Presidents shall appoint a By-law review committee to review and evaluate these By-laws every five years from the approved date of these By-laws, noted at the end.

### **Section 8 - Committees**

The President/Co-Presidents of the Club shall have the power to appoint such committee as he/she/they deem(s) advisable for the welfare of the Club, and the President/Co-Presidents shall have the power to dissolve such committees at any time.

Standing Committees - Standing Committees are those that may function for the entire year. Chairpersons of Standing Committees shall be appointed by the President/Co-Presidents. The Chairperson shall determine the number of persons on the committee.

Membership - The Membership Chairperson shall have the responsibility of building and retaining membership and extending acts of courtesy on behalf of the Club. The committee's primary function is to direct all activities pertaining to procurement and retention of members.

Calling/Telephone - The Chairperson shall ensure that each member is advised of special events and meetings and any other pertinent information deemed necessary by the President/Co-Presidents, Executive Committee or Varsity Head Coach.

Spirit Wear - The Chairperson shall be responsible for the selection ordering and selling of sport/spirit wear throughout the year. The primary objective will be to advertise and promote the Grayson Football program.

Concession Stand - The Chairperson will be responsible for the entire operation and maintenance of the Football Concession Stand. The menu items, purchasing, set-up and clean-up will be the responsibility of the committee.

Concession Stand Workers - The Chairperson will be responsible for providing workers at all home games during the football season and/or special events such as the Spring Game and GAA games. This committee will be responsible for the selling of food items before and during Varsity home games on Friday and 9th grade or JV games on Thursdays.

Varsity Pre-game Meal - The Chairperson will work with the Varsity Head Coach to plan the menu, find the location, set the fees, cook, serve and clean-up as necessary during the football season.

Stadium Workdays - The Chairperson shall work with the Varsity Head Coach to evaluate the needs of the stadium, concession stand, bathrooms, stands and buildings to determine the needs of the program. A work schedule will be set, workers notified and materials purchased prior to the work day(s).

Golf Tournament - The Chairperson will be responsible for all aspects of the annual golf tournament.

Football Programs - The Chairperson will be responsible for working with the Vice President on the Football Program. During home games the Chairperson will organize and set-up program sales.

Special Committees - Special Committees are appointed by the President/Co-Presidents as the need for them arises in the Club. Duties and responsibilities are assigned to those committees at the time they are created.

Nominating - The Chairperson and committees shall be comprised of one parent from each grade level during the October business meeting. The responsibility of the Nominating Committee is to prepare a slate of officers for the upcoming year. The proposed slate of officers shall be announced during the November business meeting and voted on at that meeting.

Banquet - The Chairperson shall be appointed by the President/Co-Presidents and the committee should be made up of one parent from each grade level. The responsibility of this committee is to evaluate and recommend an adequate and reasonable facility for the annual Football Banquet. The committee shall handle reservations, collection and decorations and all other details pertaining to the Football Banquet.

Finance - The Chairperson shall be the Vice President and three members appointed by the President/Co-Presidents. A review by the Finance Committee shall be completed yearly before the new Treasurer takes office. The responsibility of the committee shall be to thoroughly review and examine the financial books and records of the Treasurer and report to the membership during a business meeting.

Capital Improvements - Committee shall have at least four (4) members including a committee Chairperson, Varsity Head Coach, Committee Treasurer and a Member-at-Large. The responsibility of the committee is to manage the capital expenditures and long range planning for the football program. The committee shall remain in effect with the same members until a member resigns or is replaced by the Executive Committee.