

BYLAWS OF SOUTH COAST STARS BOOSTER CLUB

ARTICLE I. NAME/LOCATION

SECTION 1. *Name.* The name of the organization shall be South Coast Stars. It may be referred to as "SCPA Booster Club," "SCS," or "The Boosters."

SECTION 2. *Location.* The principal location shall be 14711 Bentley Circle Unit A, Tustin, CA 92780.

ARTICLE II. PURPOSE/MISSION

SECTION 1. *Purpose.* The purpose of South Coast Stars is to support and fundraise for company and performance team dancers at South Coast Performing Arts("SCPA").

SECTION 2. *Mission.* The mission of South Coast Stars is to promote the sport of dance by fostering an inclusive experience for all dancers, teachers, and families. We accomplish this by offering fundraising opportunities to help off-set the cost of competitions, and supporting the development of sportsmanship and team-bonding skills. In addition, we are committed to giving back to our community through charitable contributions and volunteer opportunities.

ARTICLE III. MEMBERSHIP

SECTION 1. *Eligibility.* Membership is voluntary. Members of SCPA Booster Club shall be parents/guardians of company and performance team dancers at SCPA, or the same dancers at SCPA who are 18 years of age or older. Membership is effective upon submission of the membership application form and payment of dues.

SECTION 2. *Dues.* Annual membership dues shall be determined by the Board of Directors. The cost of dues shall be per dancer and will be the same for each dancer joining, including dancers who are related. Variation of dues for any dancer requires a vote of the officers of the board. Dues are not refundable. If a current member does not re-register or pay the annual fee by August 31st, their remaining funds will be frozen for 30 days, then distributed as stated in Section 5 C below.

SECTION 3. *Commitment.* Commitment to SCPA Booster Club shall be the same as the fiscal year of the organization.

SECTION 4. *Voting.* Members do not have voting rights but are eligible to join the Board of Directors.

SECTION 5. *Unusual Termination:*

A. The Board of Directors, by majority vote, may terminate the membership of any member for reasonable cause. Reasonable cause may be considered, but not limited to, violating the South Coast Performing Arts Code of Conduct, which has also been adopted by the Booster Club.

B. Any member may terminate membership by filing a written notice with the secretary; however, such termination shall not relieve the member of the obligation to pay any dues or other charges incurred and unpaid.

C. If a membership is terminated, for any reason, including leaving the studio, funds will be used to reimburse SCPA for any unpaid balance on the studio account first. If there are still funds remaining in the member's Booster Club account they may be reimbursed by submitting an original receipt, dated prior to the termination of the membership, for any items listed on the Approved Reimbursement List. If no such receipts are submitted within 30 days of the termination of the membership, funds will be placed in the Booster Club General Fund. The only exception to the disbursement of funds will be if the terminated member requests, in writing, that the funds be transferred to another active Booster Club member's account.

SECTION 6. *Fundraising*

A. All fundraisers must be approved by the Booster Club Board of Directors. Only members who have paid the required membership dues will be allowed to participate in fundraisers.

B. Participation in at least 1 fundraiser will be required for all members. The required fundraiser will be selected by the Board of Directors and will be announced at the General Meeting in August.

SECTION 7. *Use of Funds*

A. All proceeds from fundraisers, with the exception of specific scrip rebates, will be placed into the Booster Club General fund to be used to support our charitable purpose, pay operating costs and required government filings.

B. Certain Scrip Fundraisers (eg., RaiseRight Gift Cards, Krispy Kreme Digital Dozens) generate profits that are considered “rebates”. By participating in these fundraisers, members agree to donate a percentage of profits to the Booster Club General Fund. The remaining funds can be used for reimbursements of pre-approved items, listed on the Approved Reimbursement List at the end of these by-laws. See Membership Agreement for current percentages.

ARTICLE IV. BOARD OF DIRECTORS

SECTION 1. *Governance.* Governance of SCPA Booster Club shall be vested in a board of directors which shall include the officers of the corporation. The number of directors shall be fixed by resolution of the board of directors within a range of no less than three or more than seven (excluding ex officio members of the board).

SECTION 2. *Election of Directors.* Directors will be elected by a majority vote at the general meeting held in August of every year.

SECTION 3. *Term of Office.* A director will serve a one-year term and is eligible for re-election.

SECTION 4. *Director Expectations.* Directors should be knowledgeable about the organization and have a commitment to its goals and objectives. Participation in fundraising and community outreach of the organization is essential and directors should attend events hosted by The SCPA Booster Club as often as possible.

SECTION 5. *Director Resignation.* Any director may resign at any time by giving written notice of such resignation to the president, vice president, or secretary. Unless otherwise specified in such written notice, resignation shall take effect upon receipt, and acceptance shall not be necessary to make it effective.

SECTION 6. *Absence Considered a Resignation.* Absence from three consecutive meetings of the board of directors without a valid reason in the judgment of the board of directors shall be considered a resignation constituting a vacancy to be filled by the board.

SECTION 7. *Removal of Director.* Any director may be removed from the board of directors without cause by an affirmative vote of two-thirds of the directors present at an official meeting of the board. At least five days' notice will be given to the affected director, who will be given an opportunity to be heard at the meeting at which the removal will be considered.

SECTION 8. *Compensation and Expenses.* No compensation will be paid to any member of the board for services as a member of the board. By resolution of the board, reasonable expenses may be allowed for special services rendered by any director and for attendance at regular and special meetings of the board.

SECTION 9. *Definition of a Director.* A director shall be a natural person who is at least 18 years of age.

SECTION 10. *Ex-officio Members:* A. The owner(s)/director(s) of South Coast Performing Arts shall be a non-voting, ex-officio member of the board of directors. Said owner/director can designate representatives to attend board meetings in his or her place.

ARTICLE V. OFFICERS

SECTION 1. *Titles, Election, and Term.* At the general meeting in August of every year, the board of directors shall elect from its members the officers of SCPA Booster Club, which shall include a board president, vice president, secretary, treasurer, fundraising coordinator, and event coordinator. Officers shall hold office for one year and may serve consecutive terms. The same person may simultaneously hold more than one office. Officers shall be elected by a majority vote of active directors present during the election. No proxy votes will be accepted. In the event there are two people running for one board position, there will be secret ballot voting.

SECTION 2. *Vacancy.* A vacancy in any office may be filled by a majority vote of the board of directors for the unexpired portion of the term.

SECTION 3. *Duties.* The duties of each officer shall be those ordinarily associated with that office. They include, but are not limited to:

A. **PRESIDENT:** The president shall preside at all meetings of SCS, develop the agenda for each general meeting, appoint committee chairpersons, act as the primary liaison between SCPA Booster Club and the owner/director of SCPA, delegate board responsibilities as needed, and oversee the operations of the Corporation.

B. **VICE PRESIDENT:** The vice president shall assume duties of the President in his/her absence, or when called upon to do so, act as timekeeper at meetings, and perform duties as assigned.

C. **SECRETARY:** The secretary shall record minutes of all board meetings and distribute them to the board of directors. The secretary shall coordinate all correspondence concerning SCS and keep a historical file of all policies and procedures, letters, records, and reports.

D. **TREASURER:** The treasurer shall manage SCS financial transactions (including earmarked funds such as dancer accounts), maintain financial records, provide comprehensive financial reports at meetings, and prepare (or arrange preparation of) State and Federal tax forms/reports. The treasurer shall also assist the president in the development of the annual budget.

E. **FUNDRAISING COORDINATOR:** The fundraising coordinator shall be responsible for the organization and facilitation of all fundraising activities.

F. **EVENT COORDINATOR:** The event coordinator shall be responsible for the organization and facilitation of SCS hosted events.

ARTICLE VI. MEETINGS/ACTION APPROVAL

SECTION 1. *Meetings.* The SCPA Booster Club board of directors shall meet at least quarterly at a place designated by the board president. The location of meetings will vary and will be published and sent to members at least two weeks prior to each meeting. Directors shall notify the president if unable to attend a meeting.

SECTION 2. *Quorum.* A majority of board members shall constitute a quorum for the transaction of business.

SECTION 3. *Voting*. At a meeting at which a quorum is present, decisions shall be decided by a simple majority vote of directors present. The president may only vote in the event of a tie vote of the membership.

A. Actions requiring a vote include election of officers, revision of the bylaws, approval of new expenditures, addition or revision of policies and procedures, and commitment to a project, event, or goal. Other issues may be brought to a vote at the discretion of the president.

B. Board members may be polled by telephone or e-mail. Results must be given to the secretary and recorded in the minutes of the following general meeting.

SECTION 4. *Special Meetings*. Special meetings of the board of directors shall meet at the call of the president, or on a written call signed by any three board members.

ARTICLE VII. FISCAL YEAR

SECTION 1. *Fiscal Year*. The fiscal year of The SCPA Booster Club shall be July 1 through June 30 of each year.

ARTICLE VIII. INDEMNIFICATION

SECTION 1. *Indemnification*. The directors shall not be personally liable for the debts, liabilities, or other obligations of the corporation. The directors and officers of the corporation shall be indemnified by the Corporation to the fullest extent permissible under the laws of the State of California. Except as may be otherwise provided under provisions of law, the board of directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the corporation (including a director, officer, employee, or other agent of the corporation) against liabilities asserted against or incurred by the agent in such capacity or rising out of the agents status as such, whether or not the corporation would have the power to indemnify the agent against such liability under the Articles of Incorporation, these Bylaws, or provisions of law.

ARTICLE IX. NONDISCRIMINATION

SECTION 1. *Nondiscrimination Policy*. The SCPA Booster Club is committed to a policy of fair representation on the board of directors and will not discriminate on the basis of race, disability, color, religion, sex, sexual orientation, age, or geography.

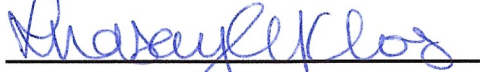
ARTICLE X. DISSOLUTION

SECTION 1. *Dissolution.* In the event of the dissolution of The SCPA Booster Club and after the payment, or provision for payment, of all debts and liabilities of the Corporation, the board of directors in its sole discretion shall cause the net assets of the Corporation to 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 public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of the State of California.

Bylaws revised July of 2025.

By: 
Megan Buell, President

Date: 7/17/25

By: 
Lindsay Kloos, Secretary

Date: 7/17/25

SOUTH COAST STARS BOOSTER CLUB

Approved Reimbursement List

Eligible Items:

Tights
Dance Shoes.
Leotards
Costumes
Competition Entry Fees
Convention Entry Fees
Recital Fees
Lodging Fees*
Required Performance Make-up**

Ineligible Items:

Tuition
S/D/T Rehearsals & Room Rentals
Transportation Costs
Food/Gas/Essentials while traveling
Membership Fee
Dancewear (except leotards)

*To be an eligible lodging expense, the stay must take place within the listed competition/convention dates per the studio calendar, and must be within 5 miles of the competition/convention location. Reimbursement cannot be made for optional competitions or conventions or for stays outside of the dates listed on the studio calendar.

**Only make-up listed as required by the studio is eligible for reimbursement. Make-up tools, sponges, setting spray, etc are not eligible for reimbursement.