

BYLAWS OF
CAROLINA SPORT BUSINESS CLUB

ARTICLE I – NAME AND PURPOSE

Section 1 – Name: The name of the organization shall be the **Carolina Sport Business Club**.

Section 2 – Purpose: **Carolina Sport Business Club** is organized exclusively for its members and for sport careers and education purposes:

The Carolina Sport Business Club (“CSBC”) mission is to support the academic and professional success of University of North Carolina at Chapel Hill students pursuing a career in the sports industry. CSBC seeks to encourage and empower the leadership development of its membership through the identification, partnership, and participation in purposeful business and/or sporting activities. CSBC will achieve this mission through the connection and collaboration of its membership with the faculty, staff, students, athletic department, and businesses of the UNC and Triangle communities.

**The purpose of CSBC must be carried out in a manner that complies with the University of North Carolina at Chapel Hill’s Non-Discrimination Policy for Student Organizations.*

ARTICLE II – MEMBERSHIP

Section 1 – Eligibility for membership: Application for voting membership shall be open to all UNC full-time undergraduate students in good standing that support the purpose statement in **Article I, Section 2**.

Section 2 – Annual dues: **The amount required for annual dues shall be \$20 each year;** unless changed by a majority vote of the members at an annual meeting of the CSBC Executive Board. Continued membership is contingent upon being up-to-date on membership dues.

Section 3 – Resignation and termination: Any member may resign by filing a written resignation with the secretary. Resignation shall not relieve a member of unpaid dues, or other charges previously accrued. A member can have their membership terminated by a majority vote of the membership.

Section 4 – Non-voting membership: The board shall have the authority to establish and define non-voting categories of membership.

ARTICLE III – MEETING OF MEMBERS

Section 1 – Regular meetings: Regular meetings of the members shall be held monthly, at a time and place designated by the Executive Board.

Section 2 – Annual meetings: An annual meeting of the members shall take place at the beginning of the Fall semester and at the end of the Spring semester, the specific date, time and location of which will be designated by the Executive Board. At the annual meeting in the Fall the members shall receive reports on the activities of the association, and determine the direction of the association for the coming year.

Section 3 – Notice of meetings: A notice of each meeting shall be given to each voting member, by email, not less than two weeks prior to the meeting.

ARTICLE IV – ORGANIZATION STRUCTURE:

BOARD OF DIRECTORS, SENIOR MANAGEMENT, AND MANAGEMENT TEAM

Section 1 – Board and Management Role, Size: The board is responsible for overall policy and direction of the association, and delegates responsibility of day-to-day operation to the staff and management. **The board shall have not fewer than 4 members.** The board receives no compensation.

The management team shall be constructed from the direction of the board and based on the membership of the organization. The management team shall receive no compensation.

Section 2 – Structure: The Organization shall be set up at the discretion of the President, but should be following this structure:

Section 3 – Roles of the Board of Directors and Management Team: The following responsibilities shall be given to each board member and management team member. Management team members must be enrolled as full-time students in the University.

Board of Directors:

Faculty Advisor — Dr. Deborah Stroman. A full-time UNC-Chapel Hill faculty member, Dr. Stroman acts in an advisory role for the club and its management team, offering guidance and help whenever necessary. While students operate the daily activities of the club and organize all meetings, Dr. Stroman acts as a resource to help increase awareness of the club and bring value to its members.

President/Chief Executive Officer – Determines the Direction and Goals of the Club For The Year; Works with All Members of CSBC to Make Sure Goals are Achieved; Responsible For Finding New Opportunities For CSBC; Identifies CSBC Advisor and is the Direct Contact to Advisor and Student Activities Staff; Responsible For Placing Members in Positions; Continues Ties With Alumni; Has Authority To Remove Members From Positions with Just Cause with Agreement From EVPs; Decides Where New Duties Shall be Allocated; Chairs the Executive Committee

EVP / Chief Operating Officer – Carries Out Assignments From President; Is responsible for the overall *Operations* of the Club; Helps All Positions; Assist the President in Picking Members for Positions; Must Agree With President Before A Member Can Be Removed From a Position; Responsible for Making Sure Everyone is On Task; Present At All Events and Meetings; Fills In For Club Operations Positions if they Cannot Come; Reports to President when Needed; Serves on Executive Committee

EVP / Chief Financial Officer – Carries Out Assignments From President; Is responsible for the overall *Financial* operations of the Club; Responsible for Making Sure Everyone is On Task; Present At All Events and Meetings; Fills In For Club Business development Positions if they Cannot Come; Reports to President when Needed; Reports Club Budget At Meetings; Identifies non-paying members from the Club; Integral Role in Club Fundraising; Collect and Record Club Dues; Serves on Executive Committee

Senior Management:

Chief Marketing Officer – Responsible for all CSBC Promotions (e.g., FallFest, Cubes in Pit, Social Media, etc.); Responsible for the Marketing Portion and Promotion of All Events Hosted by the CSBC (e.g., Marketing and Promotion of the Carolina Sport & Fitness Expo and 3-on-3 basketball); Coordinate Marketing Committee to Achieve Marketing Goals; Chairs the Marketing Committee; Reports to COO.

Chief Career Officer – Responsible for identifying possible partnerships within the UNC and local Triangle community that will assist in Club members connecting for future employment; Focused efforts on identifying what Club members want and need to be successful entrepreneurs or employees; Coordinate Career Committee to Achieve career Goals; Identify possible guest speakers and workshops; Chairs the Career Committee; Reports to COO.

Chief Business Officer – Responsible for identifying possible financial partnerships or sponsorships within the UNC and local Triangle community that will assist in the Club increasing revenues; Must stay aware of the Club's financial status; Coordinate Business Committee to Achieve financial Goals; Lead solicitation efforts; work closely with marketing committee for best strategies and tactics to secure funding; Chairs the Business Committee; Reports to the CFO.

Management Team:

Director of Internal Marketing – The Club’s internal “PR Agent” Revises and Rewords Documents to be Posted On the Club Websites; Coordinates or is the Club Photographer(s); takes Pictures at All Events and Meetings When and Where Photography is Permitted; Edits Photos to Be Placed on Websites and Printed Writes Promotional Material to Be Placed in Daily Tar Heel and Other Print Venues; Finds Ways to Make CSBC known on Campus; Reports to the CMO; serves on Marketing Committee

Director of External Marketing - The Club’s external “PR Agent” Revises and Rewords Documents to be Posted On the Club Websites; Coordinates or is the Club Photographer(s); takes Pictures at All Events and Meetings When and Where Photography is Permitted; Edits Photos to Be Placed on Websites and Printed Writes Promotional Material to Be Placed in non-UNC publications and web outlets; Finds Ways to Make SBC known outside of UNC Campus; Reports to the CMO; Serves on Marketing committee

Director of Events - Creates an Itinerary for Events and Makes Sure the Club is In Place before Events and On Task during Events; Serves on the Events Committee; Finds Opportunities for the Club to Become Involved. (e.g., Volunteer opportunities with various Departments within UNC Athletics); Continues Pre-established Ties with Contacts

Director of Internships - Responsible for identifying possible partnerships in the UNC and local Triangle community that will assist in Club members serving as interns; Focused efforts on identifying what Club members want and need to be successful interns; Works closely with faculty advisor and University Career Services office and liasions; serves on the Career Committee

Section 4 – Elections: New directors and current directors shall be elected or re-elected by the rules set forward in **Article III, Section 2**

Section 5 — Resignation, termination, and absences: Resignation from the board must be in writing and received by the Secretary. A board member shall be terminated from the board due to excess absences, more than two unexcused absences from board meetings in a year.

ARTICLE VII — AMENDMENTS

Section 1 — Amendments: These bylaws may be amended when necessary by two-thirds majority of the members. Proposed amendments must be submitted to the Secretary to be sent out with regular board announcements.

CERTIFICATION

These bylaws were approved at a meeting of the executive board by a two-thirds majority vote on **8/31/2015**.

Edgar Walker

Edgar Walker, Acting Secretary

Date of Signature: 10/3/2015