

**BY-LAWS  
OF APPLETON WEST TERROR BACKERS, INC.**

**ARTICLE I - NAME**

The name of this corporation shall be Appleton West Terror Backers, Inc.

**ARTICLE II - PURPOSES**

The Corporation is organized exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code. To the extent consistent with the above general purposes, the specific purpose of this Corporation shall be as follows:

Section 1: The purpose of the Appleton West Terror Backers is to raise funds to support Appleton West student athletes involved in high school athletics in the State of Wisconsin in furtherance of the education process for said children and to provide opportunities for high school students, all for use in education and training as aforementioned, and other non-profitable purposes. No part of the net earnings of this Corporation shall inure to the benefit of any private shareholder, individual, or member, all as provided under the provisions of Section 501(c)(3), Internal Revenue Code, as amended.

Section 2: Appleton West Terror Backers, Inc. is organized as a high school booster club exclusively for charitable and educational purposes and to foster amateur athletic competition within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986 (as amended). Including for such purposes, the making of distributions to organizations which are recognized as exempt from tax under section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended. All funds, whether income or principal, and whether acquired by gift, contributions, or otherwise, shall be devoted to said purposes.

Section 3: Notwithstanding any other provisions of these By-Laws, the Corporation shall not carry on any other activities not permitted to be carried on (1) By a corporation exempt from federal income tax 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, or (2) 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 III - GENERAL MEMBERS AND MEETINGS OF GENERAL MEMBERS

Section 1: Membership. The number of members shall be unlimited. Any individual, whether said person is from a group, association, or company who is recommended by a member, is eligible to become a general member of this Corporation.

Furthermore, the Terror Backers are composed of interested and committed parents, faculty, students, alumni and friends of Appleton West High School. Every member of the Terror Backers is entitled to all benefits of such membership.

Section 2: Fees. Members can pay on a yearly basis or purchase a one-time, lifetime membership. The amount of such membership will be voted on yearly by the membership at the annual meeting. The initial yearly single membership to Terror Backers is ten dollars (\$10.00). The initial lifetime single membership cost is fifty dollars (\$50.00).

Section 3: Voting. Each general member shall be entitled to one vote at the Corporation's Annual Meeting and at each membership meeting.

Section 4: Duration of the General Membership. General membership in this Corporation may be terminated by voluntary withdrawal as herein provided or as otherwise provided in the Articles or By-Laws of the Corporation. All of the member's rights, privileges, and interests in the Corporation shall cease upon termination of general membership. General memberships are non-transferable. Any general member may, by giving written notice of their intention, withdraw from general membership. Withdrawals are effective upon fulfillment of all general member's obligations prior to the date of withdrawal. In the event a member pays the fees for a yearly single membership and does not subsequently renew the membership, said person shall no longer be a member of this Corporation.

Section 5: Suspension and Expulsion. If any member of the Corporation shall be charged with conduct detrimental to the objectives or interest of the Corporation, or in violation of its By-Laws, the Board of Directors shall consider the matter, and if it decides to take further action, the secretary shall send a copy of the charges to the accused member. The accused member shall be given adequate time to reply, whereupon the Board of Directors shall take further action as it deems proper. If sixty (60) percent of the members of the Board of Directors, after a fair and impartial hearing, are satisfied with the truth of the charges, the Board of Directors may request the offending member to resign or may suspend or expel him or her. Should the member refuse to resign upon such request, their name shall be stricken from the rolls by the Board of Directors.

- Section 6: Meetings and Annual Meeting. Meetings of the members shall be conducted as is set forth herein. There should be an Annual Meeting of the Corporation held in the month of April of any given year, at a time and place determined by the members. Membership meetings of the organization shall be the second Monday of the month during the school year. Two (2) days notice will be given regarding a change of date. All meetings and meeting change notifications will be published on Terror Backer social media websites and the Terror Backer website.
- Section 7: Quorum. Nine (9) members shall constitute a quorum for the transaction of business in any general membership meeting of this organization.
- Section 8: Governing Rules. Robert's Rules of Order shall govern, when not in conflict with the Articles or By-Laws, unless otherwise required by law.
- Section 9: Special Meetings. Special membership meetings of the Corporation may be called at any time by the President or, in the President's absence, by the Vice President or Secretary, on the written request of the majority of the members of the Board or on the written request of no less than ten (10) general members. Fifteen (15) day notices of any special meeting must be given to the general members of the Corporation, and the notice must state the agenda of the meeting.
- Section 10: Voting by Proxy. Voting by proxy shall be prohibited.

#### **ARTICLE IV - BOARD OF DIRECTORS**

- Section 1: Number and Term. The number of regular Directors shall be no less than three (3) and no more than five (5). They shall serve for a maximum of a three (3) year term in any one office. Outgoing board members completing a three (3) year term may run for election in a different position on the board.
- Section 2: Election. The election of the Board members shall take place at the Corporation's Annual Meeting by the general membership. One Board member shall be the Athletic Director of Appleton West High School. The Board member shall fill his or her position as set forth in the Corporation Articles and By-Laws.
- Section 3: Duties. The Board of Directors shall have supervision, control, and direction of the affairs of the Corporation, to execute the policies and decisions of the membership, and shall actively pursue the Corporation's objections. The Board shall direct the disbursement of funds. The Board of Directors may adopt such rules for the conduct of its business as it deems advisable, and by, in the execution of powers granted, appoint sub-committees or agents to work on specific problems or reports.

The Board of Directors shall have general supervision over the affairs of the Corporation between its annual meetings, fix the hour and place of meetings, make recommendations to the members, and perform such other duties as specified in these By-Laws. The Board shall be subject to the orders of the Corporation, and none of its action shall conflict with action taken by the Corporation.

The duties of the Board of Directors shall be: (1) To transact necessary business in the intervals between membership meetings, (2) To create standing and special committees, and (3) To present a report at the membership meetings of this organization.

- Section 4: Meetings. The annual meeting of the Board of Directors shall be held in the month of April in any given year, at such place and time the Board of Directors shall determine.
- Section 5: Special Meetings. Special meetings of the Board of Directors may be called at any time by the President or by sixty (60) percent of the Board members upon notice to each Board member at least forty-eight (48) hours before the meeting and must state the agenda of the meeting.
- Section 6: Board Membership and Quorum to Transact Regular Business. A quorum of any meeting of the Board shall consist of sixty (60) percent of the active members of the Board, but a lesser number may adjourn the meeting. All items in question that may come before a meeting at which a quorum is present may be decided on by the vote of the majority of those Board members who are present and qualified to vote on the items.
- Section 7: Absence. Absence from three (3) consecutive regular meetings of the board without any excuse deemed valid by the President may, with the discretion of the Board, be construed as a resignation by the members so absent or may be asked to submit a resignation, so the Board of Directors may have full community representation.
- Section 8: Board Member Disqualifying a Vote. A Board member shall disqualify themselves from voting on matters in which said Board member has a conflict of interest. If this is not done voluntarily, any Board member can challenge the vote of another member, in which case, the other Board members present must first vote on accepting or rejecting the challenge vote. The matter in dispute must then be put to a second vote.
- Section 9: Procedure. Upon timely request by any Board member, Robert's Rules of Order shall be used to conduct any meeting of the Board or any part thereof.

- Section 10: Qualifications. Directors shall be residents of the area who have indicated a desire to enhance the quality of life in the area by volunteering their efforts in furtherance of the purposes of the Corporation. In total, the Board shall, to the extent practicable, be broadly representative of the population of the area, both geographically and demographically, with special attention given to those persons best qualified to recognize the needs of the Corporation.
- Section 11: Chairman of the Board. The Chairman of the Board shall be the President of the Corporation.
- Section 12: Nominations. Any member or Board member may nominate a new Board member.
- Section 13: Election. Election of any member shall be by the affirmative vote of a majority of the members present and voting where a quorum is present. Each member shall have one (1) vote per open Board position. Should the number of nominees exceed the number of Directors to be elected, those nominees receiving the greatest number of votes shall be declared elected as Directors. In the event that two (2) or more nominees receive the same number of votes for a seat or seats on the Board, run-off elections between such nominees shall be held until all seats on the Board are filled. The newly elected Directors shall assume their duties immediately.
- Section 14: Removal and Vacancies. A Director may be removed by a two-thirds (2/3) vote of the members of the Corporation.
- Board members may be appointed by the President, with the advice and consent of the Board of Directors, to serve for the remainder of the Board member's term, in any Board position left vacant for any reason.
- Section 15: Organization. Immediately following the Annual Meeting of members, or as soon thereafter as may be practicable, the new Board of Directors, including the newly elected Board members, shall meet. The Board may also transact such other business as needed that may properly come before the meeting. This meeting shall be called the Annual Meeting of the Board.
- Section 16: Director Conflict of Interest Transactions. A conflict of interest transaction is a transaction with the Corporation in which a Director of the Corporation has a direct or indirect interest. For purposes of this section, a Director has an indirect interest in a transaction if: (a) Another entity in which the Director has a material interest or in which the Director is a general partner is a party to the transaction, or (b) Another entity of which the Director is a director, officer, or trustee is a party to the transaction. A conflict of interest transaction is not voidable or the basis for imposing liability on the Director if the transaction was fair at the time it was

entered into or is approved in advance as hereinafter provided. A transaction in which a Director has a conflict of interest may be approved by the Board if: (a) The material facts of the transaction and the Director's interest are disclosed or known to the Board or committee of the Board, and (b) The Directors approving the transaction, in good faith, reasonably believe that the transaction is approved if it receives the affirmative vote of the majority of the Directors on the Board or on the committee, who have no direct or indirect interest in the transaction, but a transaction may not be approved under this section by a single Director. If a majority of Directors on the Board who have no direct or indirect interest in the transaction vote to approve the transaction, a quorum is present for the purpose of taking action under this section. The presence of, or a vote cast by, a Director with a direct or indirect interest in the transaction does not affect the validity of any action taken under this section if the transaction is otherwise approved as here in above provided.

## **ARTICLE V - OFFICERS**

Section 1: Number and Qualifications. The Officers of this Corporation shall be a President, a Vice President, a Secretary, and a Treasurer. All Officers shall be a member of the Board. All Officers shall serve for a term limit of no more than three (3) years in one (1) position, until the appointment of Officers at the next Annual Meeting of Directors.

Every Officer shall perform those duties assigned by the Board or otherwise required by law. A vacancy in any office shall be filled by the Board for the balance of the term of office.

Two (2) or more Officer positions may be held by the same person, excluding the offices of President and Secretary and excluding the offices of President and Vice President.

Section 2: President. The President shall be the principal Executive Officer, and shall preside at all meetings of the members, as well as meetings of the Board of Directors and the Executive Committee. The President shall have general supervision and management of the property and affairs of the Corporation, shall make all necessary committee appointments, shall call special meetings and perform such other duties as are usual and common in such office, or which the Board of Directors may from time to time prescribe. The President shall, at his or her discretion, appoint chairpersons of the various committees or have each committee elect a chairperson from its membership. The President may, at his or her discretion, serve as an ex-officio member of all committees. The President shall be the Chief Executive Officer of the Corporation. In addition, the President shall execute and deliver all documents on behalf of the Corporation, unless another person is authorized by the Board or required by law to do so.

Furthermore, the President shall:

- a. Preside at all Terror Backer meetings.
- b. Perform other duties as prescribed in the By-Laws or as assigned by the organization.
- c. Be a member (or have a representative) of all committees.
- d. Coordinate the work of the Officers and committees of this organization in order that the purpose of the Terror Backers is fulfilled.

Section 3: Vice President. The Vice President shall perform the duties of the President in the event of the President's absence, resignation, or inability to perform his or her duties. In the event the President is absent, resigns, or is unable to perform his or her duties, the Vice President shall perform the duties of the President, and in the absence of the ability of the Vice President performing the President's duties, the Secretary shall perform the duties of the President.

Furthermore, the Vice President shall:

- a. Coordinate all fundraising efforts (including concessions and setting up parent reps).
- b. Act as an aide to the President.
- c. Perform the duties of the President in the absence or the inability of that Officer to serve.

Section 4: Secretary. The Secretary shall maintain and keep current the corporate records and the minutes of all meetings of the members, the Board, and of any committee of the Board. The Secretary shall give notice of all meetings of the members and of the Board, and any such other notices as may be required. The Secretary shall also execute, attest, and deliver documents of the Corporation, when authorized.

Furthermore, the Secretary shall:

- a. Record and distribute minutes of all executive meetings, the Annual meetings, and membership meetings.
- b. Send special correspondence as needed or as directed by the President.
- c. Keep a current membership list and copy of the current By-Laws on his or her person.

Section 5: Treasurer. The Treasurer will be responsible for the keeping of complete and accurate financial records and books of the account for the Corporation and for reporting to the Board and membership, at regular intervals, on the financial affairs of the Corporation.

Furthermore, the Treasurer shall:

- a. Have custody of all funds of the Corporation.
- b. Keep a full and accurate account of receipts and expenditures.
- c. Make distributions as authorized by the President or Board of Directors.
- d. Present a financial statement at every meeting of the organization and at other times when requested by the Board of Directors.
- e. Reconcile the bank account on a monthly basis and include reconciliations with the monthly report.

Section 6: Athletic Director. The Athletic Director shall:

- a. Serve as a liaison between the Appleton West High School athletic department and coaches and the Terror Backers.
- b. Assist with prioritizing of funds, when requested, based on coaches' needs and expenditure allocations.
- c. Stress and communicate the importance of Terror Backer membership amongst the athletic department and parents at large.

## **ARTICLE VI - COMMITTEES**

Section 1: Other Committees. The Board of Directors may create standing committees as it may deem necessary to promote the purpose and carry on the work of the Corporation. The chair of each committee shall present a plan of work to the Board of Directors for approval. No committee work shall be undertaken without consent of the Board of Directors.

Section 2: Forming Committees. Current committees include: Parent Representatives for each sport, Membership, Website, Social Media, Concessions, Scholarships, and Golf Outing. Other committees can be formed when needed and/or designated by the President. There are no required term lengths or limits.

## **ARTICLE VII - AMENDMENTS**

Section 1: Amending or Repealing By-Laws. These By-Laws may be amended or repealed in whole or part by a two-thirds (2/3) majority vote of the general membership, given a thirty (30) day notice of proposed changes, submitted in writing and posted publicly to inform the general membership.

Section 2: Voting on Proposed By-Laws. A vote shall occur at the subsequent general membership meeting to ratify any proposed By-Law changes or amendments.

## **ARTICLE VIII - FUNDS**

Section 1: Finances and Financial Records. This Corporation is not intended as a profit-making organization nor is it founded with the expectation of making a profit. This Corporation shall use its funds only for the objects and purposes specified in its Articles and By-Laws.

Deposits of funds not otherwise employed shall be made to the credit of the Corporation in such banks, trust companies, or other depositories as may be authorized by the Board of Directors. Certificates of Deposit may be purchased, and saving accounts may be opened in one or all of the depositories in the name of the Corporation subject to the rules and regulations established by each institution. Any withdrawal of funds from these accounts shall require the signature of one Board member.

The fiscal year of the Corporation shall begin July 1 and end on June 30 of each calendar year.

Section 2: Bonding. Persons entrusted with the handling of Corporation funds may be required, at the discretion of the Board of Directors, to furnish, at Corporation expense, a suitable fidelity bond.

## **ARTICLE IX - DISSOLUTION**

Section 1: Voting on Dissolution. The Corporation may be dissolved, pursuant to the terms and conditions of the By-Laws in Chapter 181 of the Wisconsin Statutes as amended from time to time, upon the Board of Directors adopting a resolution recommending that the Corporation be dissolved by at least two-thirds (2/3) of the votes of the members present and a quorum is present.

Section 2: Distribution of Funds Following Dissolution. In the event of a dissolution of the Corporation, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Corporation, dispose of all assets of the Corporation exclusively for the purpose of the Corporation as follows:

- a. Any grants or donations which require that the Corporation return said monies or grants in the event of dissolution, pursuant to the terms and conditions of any contractual agreement, shall be returned to the grantor or donor as provided in the contractual agreement.
- b. All remaining assets, monies, and grants shall be given to nonprofit organizations similar to the Corporation, and said monies shall be used for the purposes, as nearly as possible, to those originally set out in the Corporation's Articles and By-Laws.

- c. Any such actions, money, or grants, not so disposed of previously, shall be disposed of by the appropriate court having jurisdictions of such matters in the county in which the principal office of the Corporation is then located, exclusively for such purposes as herein defined above or to such organization or organizations which are organized and operated exclusively for such purposes, as said court shall determine.\
- d. Any distribution of assets must be in compliance with Section 501(c)(3) of the Internal Revenue Code and therefore, upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax 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 the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes. In the event this Article IX, Paragraph D conflicts with any of the terms and conditions as provided herein before Article IX, Paragraphs A-C, this paragraph shall be controlling.

## **ARTICLE X - INDEMNIFICATION OF MEMBERS AND DIRECTORS AND OFFICERS**

Section 1: Indemnification Purposes. The Corporation shall, in accordance with the provisions of Section 181.0872 of the Wisconsin Statutes, as amended from time to time, indemnify a member, Director, or Officer of the Corporation, to the extent that he or she has been successful on the merits or otherwise in the defense of a proceeding, for all reasonable expenses incurred in the proceeding if he or she was a party because he or she is a member, Director, or Officer of the Corporation. This indemnification shall extend to those who, at the request of the Corporation, act as a Trustee, Director, or Officer of any other corporation in which this Corporation has an interest, and all further references in Article X shall be interpreted accordingly.

Section 2: Disqualifying Indemnification Reasons. In cases not included under Section 1 above, the Corporation shall, in accordance with Section 181.0872 of the Wisconsin Statutes, indemnify a member, Director, or Officer of the Corporation against liability incurred by such member, Director, or Officer, in a proceeding to which such member, Director, or Officer was a party because he or she is a member, Director, or Officer of the Corporation, unless liability was incurred because the member, Director, or Officer breached or failed to perform a duty he or she owes to the Corporation and the breach or failure to perform constitutes any of the following:

- a. A willful failure to deal fairly with the Corporation or its members in connection with a matter in which the member, Director, or Officer has a material conflict of interest.
- b. A violation of criminal law, unless the member, Director, or Officer had reasonable cause to believe that his or her conduct was lawful and not reasonable cause to believe that his or her conduct was unlawful.
- c. A transaction from which the member, Director, or Officer derived improper personal profit.
- d. Willful misconduct.

Section 3: Wisconsin State Statutes Regarding Indemnification. Pursuant to Section 181.0872 of the Wisconsin Statutes, the determination of whether indemnification is required under this Article X shall be made under Section 181.0873 of the Wisconsin Statutes.

Section 4: Allowance of Expenses as Incurred. The Corporation may, in accordance with Section 181.0874 of the Wisconsin Statutes, make allowances for reasonable expenses of a member, Director or Officer of the Corporation, as such expenses are incurred.

Section 5: Additional Rights to Indemnification and Allowance Expenses. The Corporation may, in accordance with Section 181.0877 of the Wisconsin Statutes, grant additional rights to indemnification and allowance expenses.

Section 6: Indemnification and Allowance of Expenses of Employees and Agents. The Corporation may, in accordance with Section 181.0877 of the Wisconsin Statutes, indemnify and allow reasonable expenses of any employee or agent of the Corporation who is not a member, Director, or Officer of the Corporation to the extent provided by the Articles of Incorporation or By-Laws, by general or specific action of the Board of Directors, or by contract.

Section 7: Insurance. As provided in Section 181.0883 of the Wisconsin Statutes, the Corporation may purchase and maintain insurance on behalf of an individual who is an employee, against liability asserted against or incurred by the individual in his or her capacity as an employee, agent, member, Director, or Officer of the Corporation or arising from his or her status as an employee, agent, member, Director, or Officer of the Corporation, regardless of whether the Corporation is required to authorize to indemnify or allow expenses to the individual against the same liability under this Article X.

Section 8: Definitions. Terms used in this Article X and which are specifically defined in the Wisconsin Nonstock Corporation Law as amended (including, without limitations, the terms defined under Section 181.0871 of the Wisconsin Statutes) shall have, for purposes of this Article X, the meanings assigned to them under the Wisconsin Nonstock Corporation Law as amended.

Section 9: Intent. This Article X is intended to authorize indemnification in accordance with the Wisconsin Nonstock Corporation Law as amended and shall be construed and applied to carry out such intent.

#### **ARTICLE XI - NO COMPENSATION**

No Officer, Director, or member shall receive any compensation for serving the Corporation in their capacity as an Officer, Director, or member.

#### **ARTICLE XII - DISTRIBUTION OF FUNDS**

Section 1: Team Annual Allotment Requirement. An allotment of funding will be awarded to any WIAA sanctioned athletic team, as well as the Powerlifting Club, Adapted Sports League (ASL), Cheer team, and Dance team, provided they meet the following requirement:

- a. Each team must have a coach or other team representative present at six (6) out of nine (9) of scheduled Terror Backer meetings in order to be eligible to receive funding. Coaches must communicate with the representative attending on behalf of their team prior to the meeting, and the representative must check a box upon meeting sign in, prior to the meeting start, declaring himself or herself the representative in attendance on behalf of the team. Any member of this Corporation may act as the designated representative for one or more teams for each meeting, and the representative duties can be distributed to a different attendee for each meeting.
- b. The purpose of the meeting requirement is to maintain open lines of communication between the Terror Backers, coaches, and the athletic department.
- c. Additional athletic teams which are formed and unsanctioned by the WIAA may be brought to a vote to determine eligibility.

Section 2: Annual Distribution Amount Determination. The amount a team is granted will be determined by the concession spots occupied by any person designating that team as the awardee of the funds earned. Each concession spot which is signed up for and attended will be tracked and is awarded a value of twenty (20) dollars

for the designated team. Parents, athletes able to take direction, staff, coaches, friends, and family may work concessions on behalf of a team. There is no cap on the funding any one team can earn. Distributions are made each spring following the conclusion of spring sports, when each team's total earnings are tallied and calculated by multiplying the number of designated, attended concession spots by twenty (20) dollars.

Section 3: Additional Grant Monies. Additional funding may be distributed to teams within the following guidelines:

- a. Each team may request an additional grant amount up to one thousand (1000) dollars. Grant requests must be discussed with the Athletic Director prior to requesting monies from the Terror Backers.
- b. If the item(s) being purchased with grant monies will benefit more than one team, the coaches can agree to share the allocation of the item cost, in order to exceed the one thousand (1000) grant request limit. All coaches involved must agree on the allocation division as well as the shared availability of the item(s) being purchased.
- c. Some flexibility in the grant amounts can be exercised with a vote to approve an increase, in the case a definite and important need is demonstrated by a specific team.

Section 4: Approval Needed for Purchasing. No more than five hundred (500) dollars can be spent by any Director or Officer without Board approval, and all expenditures for general members over one hundred (100) dollars must be approved by the Board.

Section 5: Voting on Financial Items. Financial items, whenever possible, will be voted on at general membership meetings when a quorum is present. The financial items up for vote will be listed in the agenda. The Board may, if the time-sensitivity of a grant need is demonstrated, vote between general membership meetings, if a Board quorum is present. In order to be brought to a vote at a general membership meeting, a coach from the requesting team needs to be in attendance, in order to address questions needed to discuss the financial item being considered.

Section 6: Concession Profits. One hundred (100) percent of concession profits shall be reimbursed to Terror Backers for any West High School student or team tournament or invitational.

Section 7: Concession Use by Other Schools or Organizations. For any non-high school age tournaments or sporting events permitted to use the Terror Backer

concession stand, Appleton West sports teams can work and earn their own profit as discussed with that organization. Teams, clubs, and other organizations may use Terror Backer supplies and products with Board approval and in that event, must pay Terror Backers seventy (70) percent of gross sales from that event. The team, club, or organization using the Terror Backer supplies may keep the other thirty (30) percent.

Previously Drafted By: Greg Curtis, Attorney, Herrling Clark Law Firm LTD  
Revision Drafted: November 11, 2024, by Amber Cittadino, Terror Backer Vice President  
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