

By-Laws of the Blythewood High School Band Boosters

Article I

Name

The name of this organization shall be the Blythewood High School Band Boosters hereinafter referred to as the BOOSTERS.

Article II

Purpose

The purpose of the organization will be to provide financial assistance and spontaneous service to the band program at Blythewood High School located in Blythewood, South Carolina. The organization shall aid in the development of student involvement, promote student leadership, assist and support the band director, as well as other objectives that are necessary, desirable, and consistent with the purposes as set forth above. The group shall operate within the laws of a true non-profit organization in that no part of its earnings shall inure to the benefit of an individual or group of individuals. All financial distributions shall be made for the furtherance of one or more of the purposes above. Furthermore, the purposes of the BOOSTERS organization are exclusively charitable and educational within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law. Notwithstanding any other provision of these articles, this organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax under section 501 (c) (3) of the Internal Revenue code of 1954 or the corresponding provision of any future United States Internal Revenue law.

Article III

Membership

Section 1. Active Membership shall be composed of the parents and guardians of members of the Blythewood High School Bands.

Section 2. Members will be considered in good standing upon payment of membership dues and student fees.

Section 3. Only active members shall be entitled to vote and hold office.

Section 4. Honorary members may be elected by two-thirds vote at any regular meeting. Any active member may present a person or persons for honorary memberships.

Section 5. The Band Director shall serve as an ex-officio member of all committees with no voting privilege.

Article IV

Dues

Section 1. Membership dues shall be determined annually by the Executive Board.

Section 2. The organizational year shall run June 1- May 31

Article V

Officers, Terms, and Vacancies of Offices

Section 1. The officers of this organization shall be president, vice-president, secretary, and treasurer.

Section 2. The term of office shall be for one (1) year. A person may be re-elected but shall not serve more than three (3) consecutive terms in the same office.

Section 3. The officers of this organization shall be elected annually at the April meeting. The officers shall officially take office at the May meeting.

Section 4. If a Vacancy occurs in the office of president, the vice-president shall assume the presidency for the remainder of the term. In the event of a vacancy in the office of vice-president; secretary, or treasurer, the nominating committee shall present a candidate for the vacancy at the first business meeting following the vacancy. Additional nominations may be made from the floor. This elected officer shall assume the duties of the office for the remainder of this term.

Article VI

Duties of Officers

Section 1. It shall be the duty of the president to preside over all meetings of the organization. The president shall appoint committee chairpersons and be an ex-officio member of all committees. The president shall promote the growth of the BOOSTERS and impartially enforce the by-laws.

Section 2. The vice president shall assume all the duties of the president in his absence and shall serve as chairman of the membership committee. The vice president shall ensure that all committees are organized with an adequate number of members and that each member of the BOOSTERS has the opportunity to be assigned to a committee.

Section 3. The secretary shall keep the records and minutes of all meetings, notify all officers of their election and each committee of its appointments. The secretary shall also report to the general membership the preceding of the executive board, keep the roll of all memberships, and be responsible for all correspondence.

Section 4. The treasurer shall keep a record of (to include but not be limited to) all funds, receipts, and disbursements, showing each activity separately. The treasurer shall make regular reports at each meeting of the BOOSTERS. At the end of the fiscal year, the treasurer shall render a full account of the same and submit all accounts and vouchers to the executive board for auditing. The treasurer shall be required to present bond, in an amount determined by the executive board, to be paid by the BOOSTERS.

Article VII

Executive Board

Section 1. The executive board shall consist of the officers of the BOOSTERS along with the band directors and Ways and Means Chairperson. The band director shall be ex-officio non-voting members of the board.

Section 2. The executive board shall have general supervision of the affairs of the organization.

Section 3. The executive board shall meet prior to each monthly meeting when deemed necessary.

Section 4. Four voting members of the executive board shall constitute a quorum.

Section 5. No money in excess of the approved budget of the BOOSTERS shall be spent in the band program without a majority vote of the executive board.

Article VIII

Meetings

Section 1. The regular meetings of this organization shall be held the second Tuesday of each calendar month beginning with August and ending in May.

Section 2. Special meetings may be called by the executive board. Regular monthly meetings may be canceled by the executive board if deemed necessary.

Section 3. The members present shall constitute a quorum at any regular meeting.

Article IX

Committees

Section 1. Committees will be formed by active members in good standing.

Section 2. The following committees are required and shall perform the functions described.

A. **Ways and Means Committee** shall consist of at least three members, one of which will be the treasurer. This committee shall submit plans for fund-raising to the Executive Board. They shall be responsible for raising the funds to meet the budget as approved by the BOOSTERS.

B. **Transportation and Equipment Committee** shall consist of at least three members. This committee shall ensure that all equipment required for band performances has been transported and is available and in place. This committee is responsible for proper maintenance and upkeep of all band owned vehicles.

C. **Uniform Committee** shall consist of at least three members. This committee shall ensure the maintenance of uniforms, uniform parts, and accessories of the band and Color Guard.

D. **Chaperone Committee** shall consist of at least three members. This committee shall recommend to the executive board a fair and equitable policy for the selection of chaperones and ensure that chaperones have been scheduled for all football games, competitions, and other necessary functions. This committee will maintain all necessary First Aid boxes and supplies. Committee will educate all chaperones on proper procedure.

E. **Nominating Committee** shall consist of three members elected in March at the regular business meeting by the membership. This committee shall present a proposed slate of officers at the regular April meeting. Nominations may be made from the floor.

F. **Hospitality Committee** which shall consist of at least three members. This committee shall be responsible for providing food and refreshments for band camp, competitions, concerts and band banquet.

G. **Communications Committee** which shall consist of at least three members. This committee shall inform all members of meetings and activities between meetings, work with the president as necessary, and have a current list of all band members phone numbers to call in case of an emergency.

This committee shall also coordinate all communications between the BOOSTERS and the general public, announce all BOOSTERS meetings and functions in the local newspapers and school newsletters, and publish and distribute the monthly newsletter.

Section 3. Any other committees deemed necessary shall be appointed by the president.

Section 4. The band director shall be an ex-officio member of all committees.

Article X

Rules of Order

The rules contained in *Robert's Rules of Order, Revised* shall govern this organization in all cases in which they do not conflict with the rules of this organization.

Article XI

Amendments

Any amendment to these By-Laws may be adopted by a two-thirds vote of the members present at a regular meeting, provided written notice of the proposed amendment was presented to the members at the previous meeting.

Article XII

Donations

Gifts made to the BOOSTERS may not be presented with specific conditions or use attached. Once presented, all gifts become the sole property of the Blythewood High School Bands.

Article XIII

Check Writing Policy

All members of the boosters in good standing shall have the privilege to write personal checks as payment for booster related business. Upon receipt of one (1) insufficient funds check, that member will be charged a \$25.00 service fee and will be required to make restitution on that check, and their check writing privileges will be placed on probation. Upon receipt of their second (2) insufficient fund check that family will be charged a \$25.00 service fee, will be required to make restitution on that check, and their check writing privileges will be permanently suspended.

Article XIV

Dissolution

In the event of dissolution, the residual assets of the organization will be turned over to one or more organizations described in Sections 501 (c) (3) and 170 (c) (2) of the Internal revenue code of 1954 or corresponding sections of any prior or future Internal Revenue Code, or to the Federal, State, or local government for exclusive public purpose to be determined by the executive board.