

Central High School Band Boosters Association

ARTICLE I: Name

The name of this association shall be “CENTRAL HIGH SCHOOL BAND BOOSTERS”.

The mailing address shall be: Central High School Band Boosters
9450 Ray White Road
Keller, Texas 76248

ARTICLE II: Objectives

The Central High School Band Boosters core objectives are to create interest and stimulate growth in all Central High School Band and Color Guard programs. The purpose of the Central High School Band Boosters is to provide support for the band and color guard. Support will be broad in scope and will include, but is not limited to, fund raising and the provision of manpower for band and color guard events. The ultimate goal of the Central High School Band Boosters is to foster a closer relationship between the students, parents, band directors, school and community. Through the union of students, parents, band directors, school and community, the Central High School Band Boosters provides a strong conduit of music awareness to the public.

ARTICLE III: U.I.L. Booster Club Guidelines

The superintendent or a designee of the KISD School Board has approval authority over Central High School Band Boosters and shall be invited to meetings. Booster clubs do not have the authority to direct the activities of a school district employee. The schedule of contests, rules for participation, method of earning letters, and all other criteria dealing with the interschool band programs are under the jurisdiction of Central High School Administration. As an organization, the Central High School Band Boosters will conduct its activities within the guidelines as set forth by both the U.I.L. and the Keller Independent School District. Copies of all policies are available in the Central High School Band office.

The Central High School Band Boosters is organized exclusively for charitable and/or educational purposes, 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, or corresponding section of any future tax code.

No part of the net earnings of the Central High School Band Boosters shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the organization 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 the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future tax code.

Upon the dissolution of the Central High School Band Boosters, 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 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 disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is 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.

ARTICLE IV: Policies

The program of this association shall be educational and shall be developed through conferences, committees, and projects. This association shall not seek to direct the administrative activities of Central High School or to control its policies.

ARTICLE V: Membership

Any parent or guardian whose child is participating in Band and/or Color Guard or any interested adult is eligible for membership in this association. Family memberships will be collected on a voluntary basis and will entitle each member to voting rights. Businesses interested in supporting the Central High School Band Boosters may do so with a donation. Amount of membership fee or suggested donation to be determined by the executive board in conjunction with the budgeting process.

ARTICLE VI: Officers and Their Election

Section 1: Officers and Their Election

a) The officers of this Association shall be, in order, President, Vice-President, Secretary, Treasurer, Membership Officer, Historian, and Parliamentarian.

b) All Officers of this Association shall be a member of the Central High School Band Boosters as a requirement to any office.

c) The Executive Board shall consist of: The President, Vice-President, Secretary, Treasurer, Membership Officer and Historian. All of these officers shall be elected by ballot annually in the month of April. However, if there is but one nominee for any office, then it shall be in order to move that the secretary cast the elective ballot of the Association for the nominee. The Parliamentarian shall be appointed by the President.

d) Officers shall assume their official duties at the close of the school year. Officers shall serve for one (1) year and/or until their successors are elected. No officer shall serve in the same office for more than two (2) consecutive terms.

e) Any elected officer may be removed by a recommendation of the executive board and simple majority vote by the voting members.

Section 2: Nominating Committee:

a) There shall be a Nominating Committee formed in the month of February consisting of three (3) members and one (1) alternate. One shall be selected by the Executive Board from its body. Two members and the alternate shall be appointed by the general Membership body. The current President shall not serve on the Nominating Committee. The Nominating Committee shall select a chairperson at their first meeting.

b) After the report of the Nominating Committee, an opportunity shall be given for nominations from the floor.

c) Only persons who have consented to serve if elected shall be eligible for nomination, either by the Nominating Committee or from the floor.

Section 3: Vacancies:

a) A vacancy occurring in any elected office shall be filled for the rest of the term by a person elected by a majority vote of the Executive Board, notice of such election shall be given to the general Membership Body.

b) In case a vacancy occurs in the office of President, the Vice-President shall serve notice of the election.

ARTICLE VII: Duties of the Officers

Section 1: The President shall:

a) Preside at all meetings of the Association and of the Executive Board;

b) Be a member Ex-officio of all committees except the Nominating Committee;

c) Perform other duties as may be prescribed in these bylaws or as assigned to him/her by the association or Executive Board.

Section 2: The Vice-President shall:

- a) Act as Fund-raiser Chairperson
- b) Act as aide to the President
- c) Perform the duties of the President in his/her absence. Other officers shall preside in their designated order of office if the President and Vice-President are absent.

Section 3: The Secretary shall:

- a) Keep an accurate record of all meetings of the association and of the Executive Board and give a complete report of the previous meeting at all regular meetings.
- b) Have a current copy of the CENTRAL HIGH SCHOOL BAND BOOSTERS bylaws; treasurer's report and membership list.
- c) Perform other duties as may be delegated.

Section 4: The Treasurer shall:

- a) Have custody of all funds of the Association;
- b) Keep accurate accounts and records including bank statements and receipts of expenditures
- c) Pay out Association funds only as authorized by this association and band director and in accordance with the budget adopted by this Association
- d) Sign on bank accounts (two of three authorized signatures shall be required on all checks)
- e) Pay all bills by check
- f) Present a Statement of Account at every meeting of the Association and at other times when requested by the Executive Board
- g) Submit accounts to be examined annually.

Section 5: The Membership Officer shall:

- a) Obtain membership of prospective parties throughout the year
- b) Serve as the volunteer coordinator.

Section 6: The Historian:

a) Shall act as custodian of all records and materials pertinent to the history of the Association;

b) Shall compile and keep a record of events and activities to be presented as the official history of the CENTRAL HIGH SCHOOL BANDS AND COLOR GUARD AND THE CENTRAL HIGH SCHOOL BAND BOOSTERS.

Section 7: The Parliamentarian shall attend all meetings of the Association and of the executive board and shall advise on matters of parliamentary procedure when requested.

ARTICLE VIII: Fiscal Activities

Section 1: Accounts are to be examined annually for audit by an Auditor external to the group or an Auditing Committee from the association of not less than three (3) members. The auditor/auditing committee shall be appointed by the Executive Board at least two weeks before the last meeting of the Association for the school year. The auditing shall take place after the books have been closed and before the first meeting of the Association for the new school year. The Auditor/Auditing Committee shall submit this report to the Association for approval at the first meeting of the school year.

Section 2: Fiscal year of this association shall begin August 1st through July 31st.

Section 3: All funds received through the efforts of fund raising activities on behalf of the Central High School Band Boosters or through donations received from individuals or organizations, shall be deposited into the Central High School Band Boosters General Account. This includes fund raising activities conducted by the Central High School Band Boosters, Color Guard, or any other group supporting specialized sections of the Central High School Band.

Section 4: A yearly budget shall be generated by the Central High School Band Booster Executive Board. Approval of the yearly budget shall be made by the Central High School Band Booster Association general membership. All monies included in the approved budget shall be available for disbursement without any further approval during that fiscal year. Disbursement of Central High School Band Booster funds shall be in accordance with the approved yearly budget. Should funds be required before a budget is approved, disbursement of funds shall be made with the approval of the Central High School Band Booster Association general membership. Disbursement of funds outside of the approved budget shall be made only with the approval of the Central High School Band Booster Association general membership.

ARTICLE IX: Meetings

Section 1: Regular meetings of this Association shall normally be held on the first Tuesday of the month. Meeting time and place unless otherwise specified, will be at 7:00 pm in the Central High School Band Hall.

Section 2: Nine members shall constitute a quorum for the transaction of business in any regular meeting of this Association that is called by the Executive Board.

ARTICLE X: Executive Board

Section 1: The Executive Board shall consist of the officers of the Association and the chairpersons of the Standing Committees. The members of the Executive Board shall serve until their successors are elected or appointed.

Section 2: The duties of the Executive Board shall be:

a) Transact necessary business in the interval between Association meetings and such other business as may be referred to it by the Association;

b) Approve the plans of work of all officers and Standing Committees;

c) Present a report at the regular meeting of the Association if appropriate;

d) Appoint an Auditor or an Auditing Committee to audit the Treasurer's Annual Report;

e) Prepare and submit to the Association for approval a budget for the fiscal year.

Section 3: Regular meetings of the Executive Board shall be held during the school year as deemed necessary. The time and place of the meetings will be decided by the Committee. A majority shall constitute a quorum. Special meetings of the Executive Board may be called by the President or by a majority of the members of the Executive Board.

ARTICLE XI: Standing Committees

Section 1: Standing Committees shall be created by the Executive Board as may be required to promote the objectives and interests of the Association without amendments of the bylaws. The chairperson of each Standing Committee shall be appointed by the Executive Board. The term of a committee chair is one year. When a chair position becomes vacant before the end of a term, the Executive Board appoints a person to fill the position for the rest of the term.

Section 2: Regular meetings of the Executive Board shall be held during the school year as deemed necessary. The time and place of the meetings will be decided by the Committee. A majority shall constitute a quorum. Special meetings of the Executive Board may be called by the President or by a majority of the members of the Executive Board.

Article XII: Parliamentary Authority

Observance of the bylaws adopted by the Association is essential for the orderly conduct of business. Officers and members should be familiar with the rules they have accepted. No one should be permitted to change or infringe upon them in any way, except as provided for within this constitution. A copy should be available at every meeting of the Association. This is the responsibility of the Parliamentarian. The rule contained in the current edition Robert's Rules of Order Newly Revised shall govern the Central High School Band Booster Association in all cases which they are applicable and in which they are not inconsistent with this Constitution and any special rules of order the Central High School Band Booster Association may adopt.

Article XIII: Amendments

These bylaws may be amended at any regular meeting of the Association by a two-thirds vote of the members present and voting, provided notice of the proposed amendments be given at least thirty (30) days prior to the meeting at which the amendment is to be voted upon and provided that the amendment is not inconsistent with the objectives of the association.

Bylaws were approved by recorded vote on August 4, 2009 and approved by David Stevens, KISD Fine Arts Director on August 20, 2009.

This document supersedes all previously dated documents.