


*Fenton Community High
School*



*Band Booster
By-Laws*

Revised fall of 2009

FENTON COMMUNITY HIGH SCHOOL BAND BOOSTERS BY-LAWS

Article 1. Name and Purpose

Section 1: Name

The organization shall be known as the Fenton Community High School Band Boosters.

Section 2: Purpose

The purpose of the Fenton Community High School Band Boosters is to promote a better and broader interest in the Bands of Fenton High School; to support all band related activities; and to raise funds for scholarships and such activities as the Band Director may believe will be helpful to the Bands.

Article 2. Membership

Section 1: General Members

Any member of the community interested in furthering the purposes of the organization is eligible for membership.

Section 2: Voting Members

A voting member shall be those parents or legal guardians of a student who is in one of the bands concurrent with the time of voting.

Article 3. Officers

Section 1: Officers

The officers, also known as the Executive Board, of the organization shall be chosen from amongst the voting members and shall be as follows: President, Vice President, Secretary, and Treasurer.

Section 2: Term of Office

The term of office shall be for a period of one year. An officer may be re-elected for no more than a second term in the same office. Officers shall be elected and installed at the May meeting.

FENTON COMMUNITY HIGH SCHOOL BAND BOOSTERS BY-LAWS

Article 4: Duties of the Officers

- Section 1: President
- The duties of the **President** shall be to preside at all the meetings of the organization; to call special meetings, to appoint all special standing committees and to be an ex-officio member of all committees except the nominating committee.
- Section 2: Vice-President
- The **Vice-President** shall act and assume the duties of the President in the President's absence. The Vice-President will also oversee all fund raising activities.
- Section 3: Secretary
- The **Secretary** shall keep an accurate account of all meetings and any other duties assigned to the office. They shall also see that notices of all meetings are taken care of and be responsible for any necessary correspondence for the organization.
- Section 4: Treasurer
- The **Treasurer** shall be custodian of all funds of the organization; shall receive all monies paid to him/her for the organization and pay all bills as authorized; and, shall keep and render when called upon, an accurate and faithful account of all bills, receipts and disbursements. For expenditures from the General Account exceeding \$150.00 approval from the voting members must be obtained at the next scheduled meeting. The receipts for all fund-raisers must be held in a secure location until such time as the receipts can be counted by the Treasurer and committee chairperson, or other executive board member, and then deposited directly into the bank.
- Section 5: Other Duties
- All Executive Board Members are expected to attend all scheduled Band Booster Meetings and other meetings as called by the President.

Article 5: Committees

- Section 1: Nominating
- At the March general meeting a Nominating Committee shall be appointed. This committee will be made up of one Executive Board Member (not the President) and two voting members (one of who will be the chairperson). The Nominating Committee will notify voting members of the vacant offices and will

FENTON COMMUNITY HIGH SCHOOL BAND BOOSTERS BY-LAWS

prepare a slate of officers which will be presented at the April general meeting, at which time the nominating committee will also entertain nominations from the floor.

Section 2: Auditing

At the May general meeting an Auditing Committee shall be appointed. This committee shall be made up of three voting members, one of whom will serve as the chairperson, and if possible, one member from outside the organization. The Treasurer may not serve on the committee. The Auditing Committee will review the books for the preceding year and will transfer the books to the Treasurer.

Section 3: By Laws

At the March general meeting in odd-numbered years, a By-laws Committee will be appointed. This committee will be made up of two voting members, one of whom will act as chairperson, and one Executive Board Member. The purpose of this committee will be to review the By-laws and recommend changes as needed. Changes in the By-laws will be presented at the April general meeting and will be voted upon.

Section 4: Others

Other committees may be formed by the President for specific purposes. These committees will serve until their purpose is accomplished.

FENTON COMMUNITY HIGH SCHOOL BAND BOOSTERS BY-LAWS

Article 6: Meetings

Section 1: Regular

The regular meetings of this organization shall be held on the first Monday of each month during the school year in the Band Room or at an agreed upon location. Special meetings may be called by the President or Band Director when the interests of the organization demand them; the officers shall determine the hour and place of such meetings.

Section 2: Annual

The Annual meeting shall be the one held on the first Monday of May. At this meeting the election of officers for the next year will be held and the auditing committee appointed.

Section 3: Voting

For the purposes of voting on any issue put before a general meeting at least ten voting members need to be present. For emergency decisions that cannot wait for a general meeting, the President and two members of the Executive Board shall constitute a quorum.

Article 7: Band Funds

Section 1: General Accts.

Band Funds will be kept in a General Account. Monies raised for general use will be kept in this account. Band expenses will be paid from this account.

Section 2: Individual Accts.

Active: Fenton High School Band members may keep money in individual (escrow) accounts to be used for any band related expense or trip payments. These monies will be transferred to pay for the cost of said expenses or will be given to the student upon receipt of a written, signed request by the parent or guardian. Any band related expenses will require the approval of the band director.

Inactive: Graduated members of the band will be given the option of transferring their total to another band member or to the general fund. Letters will be sent by the treasurer by September 1st, following graduation and students must respond with their preference by October 31st, or their money will be transferred into the general account.

FENTON COMMUNITY HIGH SCHOOL BAND BOOSTERS BY-LAWS

Article 8: Dissolution

Section 1: Criteria

If the function for which the Band Boosters has been established no longer exists the voting members will vote for dissolution of the organization at the next general meeting.

Section 2: Funds

Any funds remaining in the Band Boosters' account at the time of dissolution will be divided into scholarships for current band students to be chosen by the Director.