

NORTHSIDE HIGH SCHOOL BAND BOOSTERS CONSTITUTION

Edited on 6/15/20

ARTICLE I **NAME**

The name of the organization shall be the Northside High School Band Boosters
(Hereinafter referred to as the *Booster Club*)

ARTICLE II **PURPOSE**

To promote and encourage community support of the Music Department with the following objectives:

1. to supplement school board support of music activities,
2. to encourage students to participate in the activities of the Booster Club,
3. to encourage NHS Band exposure within the community,
4. to provide financial assistance and services for the NHS Band and to all Band affiliated units as may be added,
5. to aid in the development of student interest,
6. to enhance and maintain an enthusiastic community interest in all phases of the music department,
7. to actively support the performances of the NHS Band,
8. to serve as a means of communication to keep parents of NHS Band members informed as to the activities and projects,
9. to plan and carry out fundraising for support of activities and projects and
10. to work with and support the Band Director as needed.

ARTICLE III **STRUCTURE**

Under the provisions specified in the Bylaws, the elected officers, the Executive committee and the Booster members, along with the cooperation of the Band Director, shall govern the NHS Band Boosters.



NORTHSIDE HIGH SCHOOL BAND BOOSTERS BYLAWS

These Bylaws include articles pertaining to membership, officers, committees, meetings, parliamentary procedure, fiscal and financial matters, awards, amendments and dissolution.

ARTICLE I **MEMBERSHIP**

1. The general membership of this organization shall include any parent or guardian of a Band or Guard Member to promote the purpose of this Booster Club.
2. Other interested parties may become Honorary Members as approved by the general membership.
3. Students are not eligible for membership.
4. Each member shall have one vote on any matter under consideration by the membership.
5. Membership shall be for a one-year period (July through June).
6. The Board of Directors, by an affirmative vote of two-thirds of all members of the Executive Committee, may suspend or expel a member for cause deemed appropriate by the Executive Committee, after an appropriate hearing, and then by a majority vote of those present at the next regular constituted meeting, terminate the membership of any member who become ineligible for membership.

ARTICLE II **EX OFFICIO MEMBERS**

1. The Principal, Assistant Principal(s), Band Director, Assistant Band Director(s) and other persons so designated, shall act as ex officio, non-voting members of the Booster Club.
2. Each may provide advice and guidance in any matter pertaining to this Booster Club.

ARTICLE III **OFFICERS**

1. The Booster Club shall have the following Officers:
 - a. President,
 - b. Vice President
 - c. Secretary
 - d. Treasurer.
2. All officers shall be elected for a one (1) year term at the June General Membership meeting with all new officers taking office immediately.
3. All officers shall be by nomination and then elected by a majority vote.
4. In the event there are no nominations, the present officer may remain by default.
5. Only the members of the Band Boosters may make nominations.



6. Only one person of any family may hold an elected office during any one school year and must be a member of this Booster Club.
7. All officers of the Booster Club shall serve without compensation.

DUTIES OF OFFICERS

President shall:

1. Be in communication with the Band Director and all other Officers.
2. Have supervision over the business affairs of the Booster Club.
Act as a judge of all elections and declare results.
3. Cast a deciding vote in case of a tie.
4. Be Chair Person of the Executive Committee
Preside at all Executive and General Meetings and maintain order.
5. Enforce an observance of the Constitution and Bylaws.
6. Put all motions to a vote.
Direct the Secretary to call special meetings of have the power to do so him/herself.
Appoint all standing and special committee chairs deemed necessary to fulfill the business and activities, subject to the approval of the Executive Committee.
Appoint an audit committee.

Vice President shall:

1. Perform the duties of the President in his/her absence.
2. Act in the capacity of coordinator for all fundraising activities and secure necessary permits for same. (In this capacity, he/she shall serve as Chair of the Ways and Means Committee).
3. Upon resignation of the President, shall fill the office of President until a special election can be conducted.
4. Perform all other duties assigned by the President

Secretary shall:

1. Attend all meetings and act as clerk thereof and record all minutes and transactions.
2. Keep a copy of the Bylaws.
3. Keep and maintain all records and minutes.
4. Prepare all correspondence for the Booster Club.
5. Present a written report at all regular meetings.
6. Perform all other duties assigned by the President.

Treasurer shall:

1. Be Chair of the Budget Committee and be responsible for preparing and submitting the budget as directed.
2. File all appropriate Tax Forms necessary to maintain Tax-exempt status.
3. Receive, deposit and maintain all funds paid to the Booster Club and provide receipts and records of same.
4. Pay all orders when presented and approved for payment by the Executive Committee.
5. Submit a written report of all financial transactions at each meeting.

Vacancies

1. In the event of a vacancy in the office of the President, the Vice President shall serve for the remainder of that term.
2. All other vacancies may be filled by nomination of the President and approval of the Executive Committee and shall last the remainder of the that term.

ARTICLE IV
COMMITTEES

1. Acting together, the officers of the Booster Club shall constitute the nucleus of the Executive Committee and shall be charged with the day-to-day operations of the Booster Club.
2. Additional committees may be formed as needed (i.e. Audit, Budget, Ways & Means, etc.) and a representative of each committee shall be seated with the Executive Committee for the life of that committee.
3. The Executive Committee shall compile a list of responsibilities for each committee appointed.

ARTICLE V
MEETINGS

1. General Membership meetings shall be conducted on the second Tuesday of every month at 6:30 pm unless otherwise changed and announced.
2. Executive Committee meetings shall meet as deemed necessary by the Executive Committee.
3. The President or Band Director as necessary may call special meetings.
4. All meetings shall be conducted in an orderly fashion using any method deemed appropriate by the President.



ARTICLE VI **QUORUM**

1. A quorum for General Membership meetings shall be the total of members present at a meeting.
2. Once in session, no quorum shall be necessary to continue conducting business.
3. All Executive Committee members are necessary to constitute a quorum except in the case of an emergency.

ARTICLE VII **DISSOLUTION**

1. Upon dissolution, all assets of the Northside High School Band Boosters shall be liquidated and funds held and expended by Northside High School in accordance with the purposes of the organization until all such funds are expended.
2. If Northside High School is not in existence or is unwilling or unable to accept the assets of the 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 federal government, or to a state or local government, for a public purpose.
3. Any such assets not so disposed of shall be disposed of by the Court of the county in which this Booster Club was formed.

ARTICLE VIII **AMENDMENTS**

1. These bylaws may be amended by a majority vote of the general membership and shall be listed in sequential order and in their entirety under this article provided that all requested changes be submitted in writing at least 30 days in advance.

ARTICLE IX **STANDING RULES**

1. All matters pertaining to the activities, events and projects of the Band Boosters must meet the approval of the Band Director and must be in keeping with the policy and standards of the Onslow County School District.
2. Each member shall have an equal right to speak on all matters at the general membership meetings.
3. Should any grievance arise within the Booster Club, it shall be brought to the attention of the Executive Committee for resolution as soon as possible.
 - a. The grievance shall be specific and in writing. If the Executive Committee cannot bring the desired satisfaction the Band Director and then the School Administration may be contacted.



ARTICLE X **FUNDRAISING**

1. All funds raised by the Booster members and students will be deposited into a general fund, to be expended in accordance with the purposes of the organization.
2. Prior to a spring trip, one or more fundraisers may be designated solely for the purpose of lowering student costs for the trip.
3. Examples of fundraisers includes, but is not limited to; car washes, sponsorship drive, fruit sales, catalog sales, and bowl-a-thons.
4. There may be additional types of fundraisers as determined by the Band Booster membership and/or the Band Director.

ARTICLE XI **The Spring Band Trip**

1. This article establishes policies for the band's spring trip.
 2. This article will address trip details, eligibility, instrumentation guidelines, travel destinations, and payment and deadlines.
1. Trip Details:
 - A. During Spring Break of every other year, the band will travel out-of- state. The purpose of this travel is the following:
 - a. A Reward for the student's hard work.
 - b. To perform for audience entertainment and /or adjudication.
 - B. All trips may include the following:
 - a. Theme Parks
 - b. Museums
 - c. Shopping
 - d. Sight-Seeing
 - e. Guided Tours
 - f. Group Meals