

EAST HIGH SCHOOL
BAND BOOSTERS ASSOCIATION

CONSTITUTION

ARTICLE 1

Section I The name of this organization shall be the HIGH SCHOOL ASSOCIATION.

ARTICLE II

OBJECTIVES:

The objectives of the EAST HIGH SCHOOL BAND BOOSTERS are:

Section 1 To arouse and maintain an enthusiastic interest in the various phases of the Instrumental Music Department of the East High School.

Section II To lend all possible support, both moral and financial, to the general instrumental music program of the East High School.

Section III To cooperate with those in charge of the Instrumental Music Department and the school authorities to the end that this department and its band and be brought up to and kept at the highest degree of efficiency.

Section IV To build and maintain an organization which will help to promote the general activities of the East High School Band.

Section V To encourage the broadest parental participation possible.

ARTICLE III

MEMBERSHIP

Section I The membership of this organization shall be open to anyone interested in the progress and development of the Instrumental Music Department of the East High School.

ARTICLE IV

OFFICERS:

Section I The officers of this organization shall be: President, Vice-President (President-elect), Executive Secretary, treasurer and the Music Director(s) of the East High School Instrumental Music Department. The officers of this organization must have a student currently enrolled in the Instrumental Music Department of East High School. Any exceptions must be approved and authorized by the executive committee.

BY-LAWS

ARTICLE I

DUTIES OF OFFICERS:

Section I The President shall preside at all meetings of the association, appoint all committee chairpersons, and shall be an ex-officio member of all committees.

Section II The Vice-President or President-Elect shall not serve more than four (4) years in this office in preparation to assume the office of President the following year. He/She will work with the President and assume all the duties of the President in the President's absence.

Section III The Executive Secretary, among other duties, shall keep the records and minutes of all meetings and shall attend to all correspondence of the association. He/She may serve as designate in the absence of the President and Vice-President.

Section IV The Treasurer shall keep an accurate record of all receipts and disbursements, showing each activity as well as a complete record of funds. Checks are authorized upon receipt of signed documentation by any one officer or chairperson. Checks will be drawn on two of the following four members of the Executive Committee: the President, the Vice-President, the Treasurer, or Executive Secretary.

ARTICLE II

TERMS OF OFFICE:

Section I The terms of President shall not exceed four (4) years. The terms of Vice-President shall not exceed four (4) years. The terms of Executive Secretary shall not exceed four (4) years. The terms of Treasurer shall not exceed two years.

ARTICLE III

THE EXECUTIVE BOARD:

Section I The Executive Board shall be made up of the officers of the association. The Instrumental Music Directors shall also be a part of the Executive Board.

Section II The Executive Board shall have the general supervision of the affairs of this association.

Section III The Executive Board shall meet prior to each general meeting as determined by the President in preparation for the general meeting. Special executive meetings will be called when needed.

ARTICLE IV

MEETINGS:

Section I The regular meetings of this association shall be scheduled annually by the Executive Committee. The first meeting of each year will be in September and the last one in June.

Section II Regular monthly meetings may be cancelled by the Executive Board if there is insufficient business pending, in which case the members will have due and timely notice.

Section III Special Meetings May be called by the President, in which case the members will have due and timely notice.

ARTICLE V

ANNUAL FINANCIAL SECTION:

Section I The Treasurer shall prepare financial reports in accordance with the West Chester School District Booster Policies and as required for a 501(c) (3) or a 509(a) (2)

organization and present an audited statement at the first booster meeting. An unaudited statement shall also be presented at the annual banquet. He/She shall also file copies with the Executive Board and with other internal and external groups as the Executive Board will direct. The audited Financial Report shall become a part of the permanent association record.

Section II The Executive Board shall appoint an independent auditing committee consisting of at least two members.

Section III The Executive Committee members can authorize Chairpersons to spend up to fifty (\$50.00) dollars upon a signed receipt.

ARTICLE VI

DUES

Section I Annual dues are established by the Executive Committee to be collected by the Membership Chairperson.

ARTICLE VII

STANDING COMMITTEES:

Section I There shall be the following standing committees: Chaperone-Banquet and Awards- Ways and Means-Uniforms-Membership and other committees as the Executive Board shall determine.

Section II The Band Director shall be an ex-officio member of all committees.

Section III Chairpersons terms shall not exceed two years in any one position.

Section IV The duties of the Standing Committees shall be defined by the Executive Board.

ARTICLE VIII

QUORUM:

Section I A majority of the members of the Executive Board shall constitute a quorum.

ARTICLE IX

ELECTION:

Section I A nominating committee shall be appointed at the first regular meeting of the **calendar** year. Nominations may be made from the floor after the report of the nominating committee at the following meeting.

Section II Officers are to be elected at the April/May meeting by a quorum of the association members present.

Section III A majority of the members present shall constitute an election.

ARTICLE X

AUTHORITY

Section I The rules contained in Robert's Rules of Order and its subsequent revisions, shall govern this association in all cases in which they do not conflict with the rules of the association.

ARTICLE XI

AMENDMENTS:

Section I The Constitution and By-Laws may be amended by a majority vote of the members present at any regular meeting. The amendments must have been presented at the preceding regular meeting of the association.