

Roaring Bobcat Band

Booster Club

Hallsville, Texas 75650



BY-LAWS and CONSTITUTION

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ARTICLE I

NAME

The name of this organization shall be the Roaring Bobcat Band Booster Club. It is the sole booster organization for all of the Hallsville Bands.

ARTICLE II

OBJECTIVES (PURPOSES)

The objectives of this organization are:

- A. Assist in providing the means for the Hallsville Band Program to achieve its goals.
- B. Provide scholarship opportunities for qualifying band students.
- C. Hold meetings at regular intervals for the organization's purposes.
- D. Promote good public relations between the home, community and the instrumental music departments of the school.
- E. Lawfully adopt policies and conduct programs for the improvement of said organization. The Roaring Bobcat Band Booster Club is a non-profit organization. All of its earnings go toward helping the Hallsville Bobcat Band. No part of its earnings inure to individuals in the organization or its officers.

ARTICLE III

MEMBERSHIP AND DUES

Section 1: Membership in the organization is contingent on the compliance with the requirements as specified in these by-laws.

Section 2: Any person interested in the instrumental music program of the school who is willing to subscribe to these by-laws and uphold the organizations policies may become an active member. Membership will be valid from the time of the payment of dues through August 31 of the school year indicated on the membership card.

Section 3: Membership is unrestricted by consideration of nationality, race, religion, sex, and marital status.

- Section 4: Active Member – one who upon payment of dues wishes to be a willing participant in any or all of the organization’s activities.
- A. Active members are eligible to hold office, serve on elected or appointed committees, vote, and chaperone all band events including overnight trips if they meet the voluntary requirements.

- Section 6: Termination
- By a two-thirds (2/3) written ballot vote, the board of directors may terminate any member for failure to meet membership requirements or for questionable conduct. If the person is an elected officer, they must be replaced by a person elected by a majority written vote of the organization at the next regular meeting.

- Section 7: Removal
- By a two-thirds (2/3) written ballot vote, the membership may terminate an officer for failure to meet requirements of the office and/or questionable conduct. The officer must be offered an opportunity to have an unprejudiced hearing, if requested, at which time the officer is permitted to defend against the termination.

ARTICLE IV

MEETINGS

- Section 1: Regular meetings
- A. Organizational meetings shall be held monthly, unless otherwise provided for by the organization or the board. Prior notice shall be given for a change of date or place. Regular meetings will not be held in July and generally not in August unless called by the board.
 - B. Notices of the monthly meetings will be made available to the membership.
 - C. Those present at a regular meeting shall constitute a quorum for the transaction of business of the organization.
 - D. Meetings are open to all general public, but general public does not have voting rights.

- Section 2: Special Meetings
- A. A special meeting may be called by the President, board of directors or at the request of 5 active members of the organization.

- B. The membership shall be prior to the called special meeting in a reasonable amount of time.
- C. The purpose of the called meeting must be specific and include a date, time, and location of the meeting. No other business shall be transacted other than that stated in the notification.
- D. At the called meeting those present shall constitute a quorum for the transaction of business at the special meeting of the organization.

ARTICLE V
BOARD OF DIRECTORS

The board of directors shall consist of the officers of the organization, the head band director and necessary committee chairpersons. The board has the power, authority and responsibility to manage the affairs of the organization, except to modify the actions of the members between regular meetings; to promote the organization and make recommendations to the organization; select an auditor for the organization; and perform other duties as are specified in the by-laws. None of the boards actions conflict with those of the organization. The board shall have a limit of \$500.00 for purchasing. Purchases over the set limit must have approval of the membership.

OFFICERS

The officers of this organization are: president, first vice-president, second vice-president, secretary, treasurer and parliamentarian, with responsibilities as outlined in the by-laws. Upon retiring, all officers shall deliver all records and other property of the organization to their successor. Under special conditions co-officers may be permitted.

- A. **PRESIDENT** – Serves as the official representative of the organization and presides at all meetings of the organization and executive board; call meetings to order on time; is a member ex-officio of all committees, except the nominating committee; is a co-signer with the treasurer on disbursements for the organization in excess of \$500; coordinates with first and second vice-presidents, the concession stand management; and appoints all committees with the approval of the general membership.
- B. **FIRST VICE-PRESIDENT** – acts as assistant to the president; assumes all duties of the president in his/her absence or inability to perform; acts as purchasing agent for concession supplies; serves as concession stand supervisor; and informs the second vice president of the number of volunteers needed to work upcoming events.

- C. SECOND VICE-PRESIDENT – Act as assistant to the first vice president; assume all duties of the first vice-president in his/her absence or inability to perform; keeps a record of service hours worked by participant in all band events; is responsible for yearly maintenance of the concession stand and equipment; maintains a current inventory of equipment; coordinates all forms of communication. (Telephone, email, etc.)
- D. SECRETARY – keeps an accurate record of all meetings of the organization and executive board; addresses all correspondence; keeps a record of all members attending; presents minutes of all meetings; notifies membership of upcoming meetings; posts minutes of meetings.
- E. PARLIAMENTARIAN – keeps a copy of the current by-laws and amendments at all meetings; advises the presiding officer of parliamentary law or methods of procedure at all.
- F. TREASURER - receives all funds of the organization; monitors fiscal affairs; keeps a record of all expenditures; disburses funds as authorized; presents a written statement of account at regular meetings and at the end of the fiscal year; presents books for auditing at the end of the fiscal year; and signs membership cards and keeps a written record of membership.

ARTICLE VI

NOMINATING COMMITTEE – NOMINATIONS – ELIGIBILITY
TERMS OF OFFICE – VACANCIES – REMOVAL

- Section 1 Nominating Committee
 - A. Consists of at least (3) active members appointed by the president and approved by the membership.

- Section 2 Nominations
 - A. At the regular meeting in September the nominating committee shall prepare and present a slate of candidates who have consented to serve in an elected capacity.
 - B. Other nominations may be made from the floor at the time the slate is presented, provided that the nominees are eligible and consent to serve if elected.

- Section 3 Eligibility

Officer nominees and members of the nominating committee must be an active member of the organization.

- Section 4 Elections
- A. The officers shall be elected, to serve for one (1) year starting in January. Elections shall be held during the regular meeting in December and plurality elects. In case of a tie, choice is by lot. New officers will assume their duties at the regular meeting in January.
 - B. Members may not be elect to more than one office.
 - C. The president appoints three (3) active members to canvas the vote at the meeting. The tellers will have a list of eligible voters.

- Section 5 Terms of Office
- A. Officers are elected every year and serve in that capacity for one (1) year. After term is completed, then they will serve in an advisory role for the current officers.
 - B. The term of office begins at the call to order of the January meeting.

- Section 6 Vacancies
- A. The first vice president immediately assumes the office of president if a vacancy occurs. A vacancy occurring in any other office will be appointed by the Board.

- Section 7 Special Committees – Special committees may be appointed by the president and cease to exist when it fulfills its purpose. (Examples include but or not limited to: telephone, long-range planning, fund raising committee, concession stand, scholarship, etc.)

ARTICLE VII
FISCAL YEAR

The fiscal year of the organization is January 1st through December 31st.

ARTICLE VIII
PARLIAMENTARY AUTHORITY

- A. Robert’s Rules of Order, Newly Revised, is the parliamentary authority in all cases not covered in the by-laws.
- B. The organization adheres to current UIL Regulations, Hallsville ISD policy and the authority of the HISD Superintendent as described by the UIL Booster Club Guidelines. (www.uiltexas.org/files/booster-guide.pdf)

ARTICLE IX

AMENDMENTS

- A. These by-laws may be amended at any regular meeting of the organization, provided that the amendment has been submitted in writing and read to the organization at the previous regular meeting.
- B. Amendments to the by-laws require two-thirds (2/3) vote of the active membership present and voting.

ARTICLE X

DISSOLUTION

- A. If the organization should dissolve, all funds in the treasury will be given to the appropriate musical program as determined by majority vote of the active membership present.