

BYLAWS OF CRANDALL BAND BOOSTERS, INC.

Name

*******Article 1*******

The name of this organization shall be the Crandall Band Boosters, Inc., referred to as the Band Boosters below.

*******Article 2*******

Purpose

A. The purpose of the Band Boosters shall be to lend strength and assistance to the band program of the Crandall ISD and to serve as an advocate for the program and to encourage its students.

B. This organization is organized and operated exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Service.

Upon dissolution of this organization, its assets shall be disposed of exclusively for the purposes of the organization or distributed to such organizations organized and operated exclusively for charitable purposes which shall, at the time, qualify as an exempt organization under Section 501(c)(3), or shall be distributed to the federal government, or to a state or local government, for a public purpose.

No part of the net earnings of the corporation shall inure to the benefit of or be distributed to any director, employee or other individual, partnership, estate, trust or corporation having a personal or private interest in the corporation. Compensation for services actually rendered and reimbursement for expenses actually incurred in attending to the affairs of this organization shall be limited to reasonable amounts.

No substantial amount of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation and this organization shall not intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

*******Article 3*******

Policies

A. Band Boosters may cooperate with any organization, but no member shall make any commitments or statements which bind the organization unless authorized to do so by the membership.

B. This organization, at its discretion, will award a minimum of \$2,500 in scholarships to qualified applicants provided that sufficient funds are available.

- 1) Qualified applicants are only those students who are graduating seniors at Crandall High School whose parents are Booster Members in good standing (or who have a sponsor who is a Booster Member in good standing).

2) Each year, a Scholarship Committee shall be formed which will consist of any willing Booster Member, provided that said Booster Member does not currently have a child or sponsored student that is a graduating senior.

3) The Scholarship Committee shall review the scholarship application each year and edit or change at its discretion.

4) Qualified applicants are limited to those students who are considered “Graduating Seniors,” and whose parents (family members or sponsors) are Crandall Band Booster Members in good standing. In order to be considered “in good standing,” annual dues must be paid in full by Sept. 30th, and 6 volunteer hours must be completed each year in accordance with Article 13.E.8.

*******Article 4*******

Funds

Any and all funds raised by the Band Boosters are solely owned by this organization and are under the sole control of its membership.

*******Article 5*******

Membership and Dues

A. Any adult, no longer enrolled in high school, interested in the purpose of the Band Boosters, willing to uphold its policies and to abide by its bylaws, may become a member.

B. Annual dues of \$30 per family for the current school year will be accepted during the membership drive or at any regular meeting. Membership terms will run from August through July and shall not be prorated during the school year.

*******Article 6*******

Voting

Voting privileges shall be extended to all members who have paid dues for the current school year.

*******Article 7*******

Officers

A. The elected officers of the Band Boosters shall be the President, Vice President, Secretary, Treasurer and Membership Chairperson. These officers shall serve for one year but will be eligible for reelection.

B. Election of officers will be held at the April meeting of each year and the officers elected by the Booster Club Membership shall assume their duties June 1 of each year.

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C. Nominations for the officers will be made by a Nomination Committee of three members appointed by the President no later than the March meeting of each year. Additional nominations for officers may be made from the floor at the time of the election, provided the consent of the nominee is obtained prior to the nomination.

D. Any officer vacancies that occur during the school year shall be filled by a vote of the club membership at a regular meeting. Nominations for vacant positions may be made whenever needed and shall be made using the process described in this Article, Item C above.

E. Any officer who is absent for three consecutive meetings for reasons other than illness, work or emergencies may be considered to have vacated their elected office and may be replaced by the membership as stated in Item D of this article.

*******Article 8*******

Duties of the Officers

A. The President shall preside at all meetings of the organization and shall be an ex officio member of all committees except the nomination committee and shall perform all duties pertaining to that office. The President shall compile all meeting agendas.

B. The Vice President shall aid the President and shall stand in for the President in his/her absence. The Vice-President shall also be responsible for all the Band Boosters' fundraising activities and coordinating volunteers for the concession stands.

C. The Secretary will keep a record of all the meetings of the organization and the Executive Committee.

D. The Treasurer shall receive all monies of the organization and keep an accurate record of receipts and expenditures and shall pay out funds only as authorized within the budget which has been approved by the membership of the organization. The Treasurer shall also be responsible for purchasing food and supplies for the concession stands. The Treasurer and Co-Treasurer shall be the authorized signatories on the Band Booster Bank Account. The Treasurer shall be ready to present a statement of the account at regular meetings of the organization and for the report of the auditing committee at the May meeting. The Treasurer shall be responsible for preparing (or arranging to have prepared) income tax forms/informational reports as required in a timely manner, subject to the filing requirements imposed by the Internal Revenue Service. The Treasurer shall also be tasked with the responsibility of ensuring that the activities of the Band Boosters do not jeopardize its charitable and tax exempt status.

E. The Co-Treasurer serves as the Concession Supervisor for high school concessions and is responsible for purchasing inventory to be used throughout various "under roof" events (volleyball, basketball, and other events where the Band Boosters are asked to provide a concession stand, including on other campuses).

F. The Membership Chairman shall help conduct annual membership drives each fall, keep a working roster of members and if possible recruit new members as they move in during the school year.

G. The Band Stand Supervisor shall be responsible for the operation of The Band Stand throughout the year, including arranging for volunteers, food donations, and purchasing supplies as needed (which will be reimbursed by the Treasurer upon presentation of receipts).

H. The Parking Supervisor shall be responsible for managing Pirate Premium Parking throughout the year, including arranging for volunteers, determining how many premium passes, \$5, and handicapped spots are available, set up prior to games, directing traffic within the parking area(s) and ensuring the safety of spectators and visitors, and purchasing supplies as needed (which will be reimbursed by the Treasurer upon presentation of receipts).

*******Article 9*******

The Executive Committee

A. The purpose of the Executive committee shall be to transact business and carry on work in the intervals between club meetings and to draw up an annual budget and plans of club activities to present to the club membership for approval. A majority of the members of the executive committee shall constitute a quorum at any regular meeting or special called meeting.

B. The Executive Committee shall consist of the President, Vice President, Treasurer, Co-Treasurer, Membership Chairman and Secretary.

*******Article 10*******

Committees

Standing and ad hoc committees may be appointed by the President as needed. No committee work shall be undertaken without the approval of the executive committee.

*******Article 11*******

Meetings

A. Regular meeting dates shall be set during the September meeting of each academic year.

B. Special meetings of this organization may be called as needed by the President or by a majority of the members of the executive committee.

*******Article 12*******

Audit

An Audit committee shall be appointed by the President at the April meeting for report at the May meeting.

*******Article 13*******

Points System

A. In order to earn points, a student must have a family member or a sponsor that is considered to be a Member in good standing (see Article 3.B.3).

B. Students must be considered by the Band Director to be in High School Band to be able to utilize these funds.

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C. 40% of funds raised by the various Fundraisers throughout the year will go towards assigned student accounts and will be available to assist with payments for trips, camps & yearly fees.

D. 60% will be credited into the “General Account” to contribute to yearly scholarships, supplies, projects, student needs (for example, band equipment, stands, uniforms, etc.). The determination for where the 60% will be allotted is decided upon by Band Booster members, with input from band directors, and voted on at the monthly Band Booster meetings when necessary.

E. Points will be awarded only for fundraising events. Any donation of time or materials, supplies, or money directly to the band will not be counted in the point system. Points examples are listed below:

1. Concession Stands, Parking Lot, Golf Tournaments, Garage Sale, and other fundraising events as created:

a. 1 – Point for item/items donated for an event per individual making such donations. Items such as condiments (sour cream, cheese, ketchup, mustard, etc.) are only awarded 1 point per item. Meal item points will be awarded by Concession Manager at his/her discretion.

b. 1 – Point for each full hour of time worked at an event, per individual working such event.

2. Other Events - The Band Booster Club has the right to add one-time events and set up points to be awarded so long as it is voted upon at the prior months scheduled meeting or determined to be necessary by the Executive Committee.

3. The actual dollar value of each credit share is established from Fundraising events which take place each year from January 1st to December 31st of that school calendar year.

4. Point balances may be maintained or carried over in the points account for six (6) consecutive years. After that time all unused credits will go into the Band Booster general account unless transferred to another student.

5. All funds awarded will be paid directly to an agent in charge of the events approved for expenditures, i.e.: Travel Agency, High School Band Department/Crandall Independent School District, etc. **but at no time will any funds from this points system be paid directly to a student, parent or a guardian for any reason.**

6. Funds can be donated from one student account to another student account by contacting an officer in writing (or by email).

7. Each officer who serves the complete year of office will receive 10 points toward their students account for the services they perform as Band Booster Officers. These points will be awarded on December 31st of each year.

8. **Booster members must complete a total of 6 volunteer hours each year to remain in good standing.** Hours can be earned by the adult member or their band student.

******* Article 14*******

Petty Cash

The Executive Committee will have at its disposal and authority to spend up to Two Hundred Fifty Dollars (\$250.00) per month on miscellaneous supplies for Band Booster use or for assistance to the Band.

*******Article 15*******

Bylaws

A. These Bylaws may be amended by a majority vote of the membership attending provided that there is prior notice of the proposed amendments to the policies mentioned in the previous articles. Prior notice may consist of emails to the membership body, provided that the email is sent out at least two weeks before the meeting in which the vote is taken.

B. Robert's Rules of Order shall govern the procedures at the meetings of the Band Boosters and Executive Committee as long as they may be consistent with the constitution and the bylaws.