

LORENA LEOPARD MUSIC BOOSTERS CONSTITUTION AND BYLAWS

Amended 09-3-2013

ARTICLE I. NAME AND PURPOSE

- Section 1. The name of the organization shall be- THE LORENA LEOPARD MUSIC BOOSTERS.
- Section 2. This organization is organized and operated exclusively for charitable and educational purposes within the meaning of 501(c)(3) of the Internal Revenue Code..
- Section 3. Upon dissolution of this organization, its assets shall be disposed of exclusively for the purposes of the corporation or distributed to such organizations organized and operated exclusively for charitable purposes which shall, at the time, qualify as 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.
- Section 4. 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.
- Section 5. 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 II. ORGANIZATION OBJECTIVES

- Section 1. To lend support, both financial and through volunteer service, to the Lorena Independent School District (I.S.D.) band program, to the end that the Lorena I.S.D band program can achieve the highest degree of excellence.
- Section 2. Conduct ongoing and event-related fund-raising to support the general band activities and specific band projects such as meals, equipment transportation, instrument purchases, and scholarships, consistent with the goals and objectives of the Lorena I.S.D band program.
- Section 3. To promote an enthusiastic interest in the various Lorena I.S.D. band programs.
- Section 4. To operate in a manner consistent with the rules of the Lorena Independent School District

ARTICLE III. MEMBERSHIP

- Section 1. Membership is open to any individual, family or business (anyone) agreeing with the purpose of this organization and interested in the progress and development of the Lorena I.S.D. band program upon payment of the membership fee.

ARTICLE IV. OFFICERS/DUTIES

- Section 1. President- The President shall preside at all club meetings, appoint the Audit Committee, and all non standing committees with the approval of the Executive Committee, and shall be an ex-officio member of all committees. The President votes in ties only. In the event that the President cannot complete his/her term, the Executive Committee will select a successor to the office of the President.
- Section 2. Vice President – The Vice President shall serve and assist in necessary operations of the club and serve and shall assume the duties of the President in his or her absence
- Section 3. Secretary - The Secretary shall keep the records and minutes of all meetings and make them available to the membership and interested parties.
- Section 4. Treasurer - The Treasurer shall receive all funds due the club and monies from fund-raising activities, deposit same in the name of the LORENA BAND BOOSTERS and payout as directed by the Executive Board. All payouts must have a supporting document (cash register receipt, invoice, etc.). Treasurer shall report current financial standing at regular meetings and prepare a yearly financial report to be approved by the Executive Committee.
- Section 5. Membership Officer – The Membership officer shall keep official roster of members and assist with recruitment of members and increasing participation in booster activities.

ARTICLE V. STANDING COMMITTEE CHAIRPERSONS

- Section 1. Fund raising - The Fund-raising Chairperson shall work to develop existing and future fund raising events and coordinate the efforts of members to assist in fund-raising activities.
- Section 2. Equipment Transportation – The Equipment Transportation Chairperson shall coordinate transportation of band equipment, primarily in the form of pulling existing trailers to away football games and various band contest and performance events. He/She shall also help manage necessary maintenance on trailers.

ARTICLE V. COMMITTEE DEFINITIONS

- Section 1. The Executive Committee shall consist of the officers listed in Article IV
- Section 2. In the event that no chairperson is available to serve on a standing committee, the tasks of that committee shall be conducted by booster club members at the direction of the executive committee.
- Section 3. Additional non-standing committees and respective chairpersons may be appointed by the booster club members as needed for booster club activities.

ARTICLE VI. MEETINGS

- Section 1. Regular meetings shall be held on the 1st Monday of each month at 7:00p.m. with the exception that if the first Monday falls on a school holiday, the meeting will be moved to the preceding or following Monday when school is in session. The meetings may be rescheduled as required to avoid conflicts with various events. Notice should be posted on the Lorena Band Boosters website or by electronic means.
- Section 2. Special meetings may be called by the President when deemed necessary
- Section 3. The Executive Committee may meet prior to the general meeting to determine recommendations to be presented to the booster club
- Section 4. All meetings will be at the Lorena High School Band Hall unless announced otherwise.
- Section 5. Individuals that are not members of the booster club, including students are welcome to attend booster club meetings but shall not vote on booster club matters.
- Section 6. Projects and Activities conducted by the Lorena Band Boosters shall be agreed to by a majority of the voting members present at the meeting.

ARTICLE VII. FINANCIAL OPERATIONS

- Section 1. The Annual Financial Year shall be from June 1st until May 31st.
- Section 2. An Annual Financial Report will be approved prior to being filed with the School Board and will be available to all members
- Section 3. Operational expenses less than \$100 may be paid by the Treasurer without approval of the Executive Committee.
- Section 4. Operational expenses greater than \$100 shall be approved by a majority of the Executive Committee.
- Section 5. Operational expenses greater than \$1000 shall be approved by a majority of the voting membership.

ARTICLE VIII. ELECTIONS

- Section 1. Officers are to be elected at the May meeting and will take office in June. No officer or committee chairperson shall continue in their duties after the dues eligibility cutoff date for scholarships if their dues remain unpaid
- Section 2. An approving vote by a majority of the members present will constitute a valid election.

ARTICLE IX. VACATED OFFICE

Section 1. Officers or committee chairpersons who miss three consecutive meetings may be declared, by majority vote, as having vacated their office. If for this or other reasons, an office is vacated, the Executive Committee shall appoint a member to fill the unexpired term.

ARTICLE X. AUTHORITY

Section 1. Robert's Rules of Order, Revised, shall govern in all cases where they do not conflict with the rules of this organization.

ARTICLE XI. AMMENDMENTS

Section 1. The Constitution and Bylaws may be amended by two thirds vote of the members present at any regular meeting. The proposed amendments must be presented at the previous regular meeting.