

**THE ENLOE BAND BOOSTER CLUB  
A NON-PROFIT CORPORATION**

**MISSION STATEMENT**

To assist the band director in providing programs that further the educational, musical, and social development of band students.

To provide a forum through which parents can express their enthusiasm for the band program and the students' accomplishments as well as raise concerns about the program in a responsible, organized way.

To assist band students and their parents in supporting band-related activities through fundraising.

(Adopted November 23, 1992)

**BY-LAWS  
(AS AMENDED APRIL 13, 2006)**

**ARTICLE ONE: BY-LAWS**

Section 1 – Scope of By-laws

The by-laws shall provide for the management and government of the Club subject to the Articles of Incorporation.

**ARTICLE TWO: MEMBERSHIP**

Section 1 – Classes of Membership

- (a) General (Voting) Membership: All parents/guardians of students in good standing enrolled in the Enloe High School Band shall be eligible for a general membership.
- (b) Sponsoring (Nonvoting) Membership: All other persons interested in supporting the purposes of the Club shall be eligible for a sponsoring membership. All students in the Band shall be sponsoring members at no charge.
- (c) Student Representative (Voting) Membership: Each performing band organization as designated by the band director may select a representative to be a voting member of the Enloe Band Boosters at the general meeting.

Section 2 – Dues for Sponsoring Members

Sponsoring Membership: \$25.00 per membership

Section 3 – Voting Rights

Each general member shall be entitled to one vote on each matter submitted to a vote of the members. A member must be present to vote.

Section 4 – Termination of Membership

Members may resign at any time by notifying the current president. Members are expelled upon motion by the president and verified by a majority of a quorum of the membership. Before such action is taken the member concerned shall receive written notification at least two weeks prior to, and be granted an opportunity to be heard at a regular meeting of the Club.

Section 5 – Non-Transferability

Membership in the Club may not be transferred.

### **ARTICLE THREE – MEETINGS**

#### **Section 1 – Regular Meetings**

Meetings shall be held each month at Enloe High School for the purpose of transacting the business of the Club

#### **Section 2 – Special Meetings**

Special Meetings may be called by the President or by the Board of Directors and shall be called upon the written request of thirty members of the Club. The purpose of the meeting shall be stated in the call. 25% of the general membership must be present for a quorum. At least three days notice shall be given.

#### **Section 3 – Annual Meeting**

The regular May meeting shall be known as the annual meeting and shall be for the purpose of electing officers and directors, receiving reports of officers and committees, and for any other business that may arise.

#### **Section 4 – Quorum**

A quorum shall consist of those general members present at a regular meeting.

### **ARTICLE FOUR – BOARD OF DIRECTORS**

#### **Section 1 – Management**

The Board of Directors is authorized to approve unanticipated expenditures up to \$500, and the President is authorized to approve unanticipated expenditures up to \$150, between Club meetings with an explanation to be given at the next meeting.

#### **Section 2 – Membership and Tenure**

The Board of Directors shall consist of the officers of the Club, officer elect, and the immediate past president. The term of office of each director shall begin at the close of the fiscal year. Each officer and director shall hold office until a successor is elected or appointed and assumes office.

#### **Section 3 – Regular Meetings**

A regular meeting of the Board of Directors shall be held without any other notice than this by-law immediately after, and at the same place as, the annual meeting of members. The Board of Directors may provide, by resolution, the time and place for holding additional regular meetings without other notice than such resolution. Additional regular meetings shall be held at the principal office of the club in the absence of any designation in the resolution.

#### **Section 4 – Special Meetings**

Special meetings of the Board of Directors may be called by or at the request of the president or any two directors, and shall be held at the principal office of the club or at such other place as the directors may determine.

#### **Section 5 – Notice**

Notice of any special meeting of the Board of Directors shall be given at least three days previously.

#### **Section 6 – Quorum**

A majority of the Board of Directors shall constitute a quorum for the transaction of the business at any meeting of the Board; but if less than a majority of the directors are present at any meeting, a majority of the directors present may adjourn the meeting from time to time without further notice.

#### Section 7 – Board Decisions

The act of a majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these by-laws.

#### Section 8 – Vacancies

Any vacancy occurring in the Board of Directors and any directorship to be filled by reason of an increase in the number of directors shall be filled by the Board of Directors. A director appointed to fill a vacancy shall serve for the unexpired term of his or her predecessor in office.

### **ARTICLE FIVE – OFFICERS**

#### Section 1 – Officers

The officers of the Club shall be a President, a Vice President-Ways and Means, a Vice-President-Operations, a Vice President-Fair Share, a Secretary, and a Treasurer. These officers shall perform those duties prescribed by these by-laws, by resolutions and directives of the Board, and by the parliamentary authority adopted by the Club. All candidates for elective offices shall be general members at the time of election.

#### Section 2 – Election and Term of Office

By the regular meeting held in March, a nominating Committee of three to five members shall be appointed by the President. It shall be the duty of this committee to recommend a slate of candidates for the offices to be filled at the annual meeting in May. The Nominating Committee shall report at the regular meeting in April. Additional nominations from the floor shall be permitted at that time. Each officer shall serve for one year or until a successor as been elected and qualified.

#### Section 3 – Removal from Office

Any elected or appointed officer may be removed by a majority vote of quorum of general members at the next regularly scheduled meeting upon recommendation of the Board whenever in its judgment the best interest of the Club would be served thereby.

#### Section 4 – Vacancies

A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

#### Section 5 – Powers and Duties

The officers shall have such powers and shall perform such duties as may from time to time be specified in resolutions or other directives of the Board of Directors. In the absence of such specifications, each officer shall have the powers and authority and shall perform and discharge such duties as officers of the same title serving in nonprofit corporations having the same or similar general purposes and objectives of this club.

The principal duties of the President shall be to preside at all meetings of the members and the Board of Directors, and to have general supervision of the affairs of the club.

The principal duties of the Vice President-Ways and Means shall be to preside at membership meetings in the absence of the President and shall be responsible for assisting and coordinating the activities of the following standing committees: Ways and Means, and Special Fund Raising Projects.

The principal duties of the Vice President-Operations shall be to preside at membership meetings in the absence of the President and the Vice-President-Ways and Means, and shall be responsible for assisting and coordinating the activities of the following standing committees: Transportation, Uniforms, Volunteers, Band Camps, and Special Events.

The principal duties of the Vice President-Fair Share shall be to participate in determination of the Fair Share amount, communicate the purposes and requirements of Fair Share to the membership, and collect Fair Share and credit properly to Band Member accounts. The Vice President-Fair Share shall also coordinate and assist the duties of the following standing committees: Fair Share, and Scholarships (Fair Share).

The principal duties of the Secretary shall be to countersign all deeds, leases, and conveyances executed by the club, affix the seal of the club thereto and to such other papers as shall be required or directed to be sealed, and to keep a record of the proceedings of the Board of Directors, and to safely and systematically keep all books, papers, records, and documents belonging to the club, or in any way pertaining to the business thereof, except the books and records incidental to the duties of the Treasurer.

The principal duties of the Treasurer shall be to keep an account of all monies, credits, and property of any and every nature of the club which shall come into his or her hands, and to keep an accurate account of all monies received and disbursed and of proper vouchers for monies disbursed, and to render such accounts, statements, and inventories of monies received and disbursed, and of money and property on hand, and general of all matters pertaining to his or her office, as shall be required by the Board of Directors.

The Immediate Past President shall be responsible for such duties as assigned by the President.

The Board of Directors may provide for the appointment of such additional officers as they may deem for the best interest of the club.

Whenever the Board of Directors may so order, any two offices, the duties of which do not conflict, may be held by one person.

The officers shall perform such additional or different duties as shall from time to time be imposed or required by the Board of Directors or as may be prescribed from time to time by the by-laws.

## **ARTICLE SIX – COMMITTEES**

### **Section 1 – Creation**

Both Special and Regular Standing Committee needed for the efficient operation of the Club may, from time to time, be designated and established by a resolution adopted by a majority of the Directors. The chairman of each such committee shall be appointed by the President. Unless otherwise provided in the resolution establishing a committee, any rules or directives issued by said committee which are to have a regulatory effect on the membership, shall be approved by the Board of Directors before becoming effective.

### **Section 2 – Term of Office**

Each member of a committee shall continue as such until the next annual meeting of the Directors and until a successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee, or unless such member shall cease to qualify as a member thereof.

### **Section 3 – Vacancies**

Vacancies in the membership of any committee may be filled by appointments by the Chairman.

#### Section 4 – Quorum

Unless otherwise provided in the resolution of the Board designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

#### Section 5 – Rules, Powers, and Duties

Each committee may adopt rules for its own government not inconsistent with these by-laws or with rules adopted by the Board. The powers and duties of committees shall be determined by the President.

#### Section 6 – Standing Committees

In addition to such other committees established by the Board of Directors the following may be considered as Regular Standing Committees: Uniform, Transportation, Volunteers, Ways and Means, Fair Share, and Band Camps.

#### Section 7 – Sub-Committees

Sub-committees shall be organized and appointed by the committee chairman as may be considered necessary.

#### Section 8 – ExOfficio Members

The President or his or her designated representative shall be an exofficio member of all committees except the Nominating Committee.

#### Section 9 – College Scholarship Aid

Each year a committee shall be established to award some reasonable portion of the Club's assets for the purpose of furthering the education of band students/participants. The minimum requirement for student scholarship consideration will be activity completion prior to graduation. The committee shall be comprised of the President, Band Director and such other club members as they feel necessary.

### **ARTICLE SEVEN – CONTRACTS, DEPOSITS, CHECKS, AND FUNDS**

#### Section 1 – Contracts

The Board of Directors may authorize any officer or officers, agent or agents of the club, in addition to the officers so authorized by these by-laws, to enter into any contract or execute and deliver and instruments in the name of the on behalf of the club, and such authority may be general or may be confined to specific instances.

#### Section 2 – Checks, Drafts, or Orders

All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the club, shall be signed by such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer and countersigned by the President or Vice President of the club.

#### Section 3 – Deposits

All funds of the club shall be deposited from time to time to the credit of the club in such bonds, trust companies, or other depositories as the Board of Directors may select.

#### Section 4 – Gifts

The Board of Directors may accept on behalf of the club any contribution, gifts, bequest, or device for any purpose of the club.

### **ARTICLE EIGHT – BOOKS AND RECORDS**

The club shall keep records and complete books and records of accounts and shall also keep minutes of the proceedings of its members, Board of Directors, committees having and exercising any of the authority of the Board of Directors, and shall keep a record giving the names and addresses of the members entitled to vote. All books and records of the club may be inspected by any member, or his or her agent, or attorney for any proper purpose at any reasonable time.

### **ARTICLE NINE – GENERAL**

#### Section 1 – Fiscal Year

The fiscal year of the club shall begin on the first day of July and end on the last day of June.

#### Section 2 – Audit

Each year the Board of Directors shall appoint a committee of not more than three from the membership to make an audit and report to the Board. Results of the audit shall be made to the members as soon as practicable.

#### Section 3 – Order of Business

The order of business at all meeting of the Club shall be prescribed by the presiding officer. The rules contained in the current edition of Roberts's Rules of Order Revised shall govern all meetings of the Club on any point not covered in the by-laws or any special rules of order the club may adopt.

### **ARTICLE TEN – WAIVER OF NOTICE**

Whenever any notice is required to be given under the provisions of General Statute Chapter 55A or under the provisions of Article Four of the by-laws of the club, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent of the giving of such notice.

### **ARTICLE ELEVEN – AMENDMENTS**

#### Section 1 – Procedures

The by-laws of the Club may be amended at any regular or special meeting by a two-thirds vote of members present, provided that the amendment has been submitted in writing at the previous regular meeting. Only the Board of Directors or 10 percent of the general membership by signed written petition may initiate an amendment.

#### Section 2 – Effective Date

Amendments shall be effective if approved, on that date, or on the date specified in the amendment.