

BYLAWS OF THE CRANDALL BAND BOOSTER CLUB

Name Article 1

The name of this organization shall be the Crandall Band Booster Club, 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 five (5) individual five hundred dollar (\$500.00) scholarships to applicants. As long as funds are available.

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.

C. Being a member will also give you first rights of selection for volunteering for fundraising activities.

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 club membership shall assume their duties June 1 of each year.

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 President and the 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 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.

Article 9 The Executive Committee

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.

**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. It is recommended that each family become Crandall Band Booster members.

B. Your student(s) must be in High School Band to be able to utilize these funds.

C. 40% of funds you raise will go towards your assigned student and assist with payments for trips, camps & yearly fee.

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 40% will be allotted is decided upon by Band Booster members, with input from band directors, and voted on at our monthly Band Booster meetings, when needed.

E. Points will be awarded only for fundraising events and those duties listed below. 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. Joining Band Boosters Club by October 15 of each school year will earn you 3 points.
2. Concession Stands, Parking Lot, Poker Tournaments, Golf Tournaments, Garage Sale, and etc:
 - a. 1- Point for item/items donated for an event per individual making such donations for a maximum of 2 per High School Band Student.
 - b. 1 – Point for each full hour of time worked at an event, per individual working such event.
 - c. 1 – Point for each 4 players signed up and who pay and attend Poker Tournament or Golf Tournament.
 - d. 1 – Point for each hole sponsorship sold for Golf Tournament.
 - e. 1 - Point for each sponsorship sold for Poker Tournament.
 - f. 1 – Point for each 20 raffle tickets sold, if such a raffle is utilized.
 - g. 1 – Point for each space sold for day of garage sale.
 - h. 1 – Point for each Booster meeting attended.
3. Other Events - The Band Booster Club has the right to add 1 time events and set up points to be awarded so long as it is voted upon at the prior months scheduled meeting.
4. Credit Entry Sheets are emailed out for each fundraising event within 1 week of the event. Members can make corrections /changes (if needed) within 10 days of the email date. After that time the entries become permanent and cannot be changed.
5. The actual dollar value of each credit share is established from Fundraising events which take place each year from March 15th to March 15th of that school calendar year.
6. You may maintain a balance or carry over a balance in your credit account for 4 consecutive years. After that time all unused credits will go into the Band Booster general account.
7. For families with more than 1 High School Band student, a credit balance may be transferred to a sibling as long as it is within the 4 year carry over time period; when that time expires all funds will go into the Band Booster

general account. To transfer funds to go to another student you will need to fill out the Transfer Funds Form and submit to the President of the Band Boosters by the end of the current school year.

8. In the event of a student that is no longer in the band then all the points/credits will be forfeited and those funds will go directly into the general account of the band boosters. Examples of not being in the band include but are not limited to: due to graduation, moving outside the district, quitting, or being removed for any reason.

9. 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.

10. Funds can be donated from the your students account to another students account by using the Transfer Funds Form, however this must be done by March 15th of the calendar year and

11. For 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. For those who chair a committee appointed by the President will receive 5 points towards their students account.

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 the band booster club 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.

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.